

# LOS ANGELES URBAN COUNTY

## 2016-2017

### *One - Year Action Plan*

VOLUME I OF II

**DRAFT**

2017-18

2016-17

2015-16

2014-15

2013-14

*Providing a  
Suitable Living  
Environment*

*Expanding  
Economic  
Opportunities*

*Providing  
Decent Housing*



2013-2018

HOUSING & COMMUNITY DEVELOPMENT

*Consolidated Plan*

FOR THE LOS ANGELES URBAN COUNTY



**COMMUNITY DEVELOPMENT COMMISSION**  
OF THE COUNTY OF LOS ANGELES

# **BOARD OF SUPERVISORS**

## COUNTY OF LOS ANGELES



**HILDA L. SOLIS**  
FIRST SUPERVISORIAL DISTRICT

**MARK RIDLEY-THOMAS**  
SECOND SUPERVISORIAL DISTRICT

**SHEILA KUEHL**  
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FOURTH SUPERVISORIAL DISTRICT

**MICHAEL D. ANTONOVICH**  
FIFTH SUPERVISORIAL DISTRICT

**LOS ANGELES URBAN COUNTY 2016-2017  
ONE-YEAR ACTION PLAN  
VOLUME I of II**

**DRAFT FOR PUBLIC REVIEW**

**April 22, 2016**

**COMMUNITY DEVELOPMENT COMMISSION  
OF THE COUNTY OF LOS ANGELES**

**SEAN ROGAN**  
Executive Director

**Application for Federal Assistance SF-424**

Version 02

\*1. Type of Submission:

☐ Preapplication☒ Application☐ Changed/Corrected Application

\*2. Type of Application

☒ New☐ Continuation☐ Revision

\* If Revision, select appropriate letter(s)

\*Other (Specify)  
\_\_\_\_\_

3. Date Received:

6/1/16

4. Applicant Identifier:

Community Development Commission

5a. Federal Entity

Identifier: B-16-UC-06-0505

\*5b. Federal Award Identifier:

N/A

**State Use Only:**

6. Date Received by State: N/A

7. State Application Identifier: N/A

**8. APPLICANT INFORMATION:**

\*a. Legal Name: County of Los Angeles

\*b. Employer/Taxpayer Identification Number (EIN/TIN):

95-3777596

\*c. Organizational DUNS:

961608163

**d. Address:**\*Street 1: 700 W. Main Street

Street 2: \_\_\_\_\_

\*City: AlhambraCounty: Los Angeles\*State: California

Province: \_\_\_\_\_

\*Country: United States\*Zip / Postal Code 91801**e. Organizational Unit:**

Department Name:

Community Development Commission

Division Name:

Community Development Division

**f. Name and contact information of person to be contacted on matters involving this application:**Prefix: Ms.\*First Name: LindaMiddle Name: Louise\*Last Name: Jenkins-Swift

Suffix: \_\_\_\_\_

Title: Manager

Organizational Affiliation:

N/A

\*Telephone Number: (626) 586-1765

Fax Number: (626) 943-3838

\*Email: Linda.Jenkins@lacdc.org



**Application for Federal Assistance SF-424**

Version 02

**\*9. Type of Applicant 1: Select Applicant Type:**

B.County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\*Other (Specify)

**\*10 Name of Federal Agency:****U.S. Department of Housing and Urban Development****11. Catalog of Federal Domestic Assistance Number:**

14-218

CFDA Title:

COMMUNITY DEVELOPMENT BLOCK GRANT

**\*12 Funding Opportunity Number:**

N/A

\*Title:

N/A

**13. Competition Identification Number:**

N/A

Title:

N/A

**14. Areas Affected by Project (Cities, Counties, States, etc.):****Los Angeles County****\*15. Descriptive Title of Applicant's Project:**

Housing and Community Development projects and funding levels for low- and moderate-income Los Angeles Urban County residents, including participating cities. All projects are CDBG eligible. Estimated funding includes \$20,750,346 in New 42nd Year funding, \$211,976 received as a joint applicant with the City of Cerritos, \$851,296 received as a joint application with the City of Torrance, and \$2,944,772 in Program Income.

**Application for Federal Assistance SF-424**

Version 02

**16. Congressional Districts Of:**

\*a. Applicant: 23, 25-30, 32-34, 37, 39-40, 43-44, 46-47

b. Program/Project: 23, 25-30, 32-34, 37, 39-40, 43-44, 46-47

**17. Proposed Project:**

\*a. Start Date: 7/1/16

\*b. End Date: 6/30/17

**18. Estimated Funding (\$):**

*a. Federal	\$21,813,618
*b. Applicant	
*c. State	
*d. Local	
*e. Other	
*f. Program Income	\$2,944,772
*g. TOTAL	\$24,758,390

**\*19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on \_\_\_\_\_
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E. O. 12372

**\*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)**

☐ Yes ☒ No

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions

**Authorized Representative:**

Prefix: Mr. \*First Name: Sean

Middle Name: \_\_\_\_\_

\*Last Name: Rogan

Suffix: \_\_\_\_\_

\*Title: Executive Director

\*Telephone Number: (626) 586-1500

Fax Number: (626) 943-3801

\* Email: Executive.Director@lacdc.org

\*Signature of Authorized Representative:

\*Date Signed: 6/1/16

**Application for Federal Assistance SF-424**

Version 02

**\*Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

N/A

**Application for Federal Assistance SF-424**

Version 02

\*1. Type of Submission:

- ☐ Preapplication  
☒ Application  
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\*2. Type of Application

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s)

\*Other (Specify)  
\_\_\_\_\_

3. Date Received:

6/1/16

4. Applicant Identifier:

Community Development Commission

5a. Federal Entity

Identifier: M-16-UC-06-0520

\*5b. Federal Award Identifier:

N/A

**State Use Only:**

6. Date Received by State: N/A

7. State Application Identifier: N/A

**8. APPLICANT INFORMATION:**

\*a. Legal Name: County of Los Angeles

\*b. Employer/Taxpayer Identification Number (EIN/TIN):

95-3777596

\*c. Organizational DUNS:

961608163

**d. Address:**\*Street 1: 700 W. Main Street

Street 2: \_\_\_\_\_

\*City: AlhambraCounty: Los Angeles\*State: California

Province: \_\_\_\_\_

\*Country: United States\*Zip / Postal Code 91801**e. Organizational Unit:**

Department Name:

Community Development Commission

Division Name: Economic &amp; Housing Development Division

**f. Name and contact information of person to be contacted on matters involving this application:**Prefix: Ms.\*First Name: Patricia

Middle Name: \_\_\_\_\_

\*Last Name: Case

Suffix: \_\_\_\_\_

Title: Manager

Organizational Affiliation:

N/A

\*Telephone Number: (626) 586-1844

Fax Number: (626) 943-3815

\*Email: Pat.Case@lacdc.org

**Application for Federal Assistance SF-424**

Version 02

**\*9. Type of Applicant 1: Select Applicant Type:**

B.County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\*Other (Specify)

**\*10 Name of Federal Agency:****U.S. Department of Housing and Urban Development****11. Catalog of Federal Domestic Assistance Number:**

14-239

CFDA Title:

HOME Investment Partnership Program

**\*12 Funding Opportunity Number:**

N/A

\*Title:

N/A

**13. Competition Identification Number:**

N/A

Title:

N/A

**14. Areas Affected by Project (Cities, Counties, States, etc.):****Los Angeles County****\*15. Descriptive Title of Applicant's Project:**

Production and preservation of affordable housing in the Los Angeles Urban County, including participating cities. Includes Community Housing Development Organization.



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**16. Congressional Districts Of:**

\*a. Applicant: 23, 25-30, 32-34, 37, 39-40, 43-44, 46-47

b. Program/Project: 23, 25-30, 32-34, 37, 39-40, 43-44, 46-47

**17. Proposed Project:**

\*a. Start Date: 7/1/16

\*b. End Date: 6/30/17

**18. Estimated Funding (\$):**

\*a. Federal \$6,347,230

\*b. Applicant

\*c. State

\*d. Local

\*e. Other

\*f. Program Income

\*g. TOTAL \$6,347,230

**\*19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on \_\_\_\_\_☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E. O. 12372**\*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)**☐ Yes☒ No

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

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\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions

**Authorized Representative:**

Prefix: Mr.

\*First Name: Sean

Middle Name:

\*Last Name: Rogan

Suffix:

\*Title: Executive Director

\*Telephone Number: (626) 586-1500

Fax Number: (626) 943-3801

\* Email: Executive.Director@lacdc.org

\*Signature of Authorized Representative:

\*Date Signed: 6/1/16

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The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

N/A

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\*2. Type of Application

☒ New☐ Continuation☐ Revision

\* If Revision, select appropriate letter(s)

\*Other (Specify)  
\_\_\_\_\_

3. Date Received:

6/1/16

4. Applicant Identifier:

Community Development Commission

5a. Federal Entity

Identifier: E-16-UC-06-0505

\*5b. Federal Award Identifier:

N/A

**State Use Only:**

6. Date Received by State: N/A

7. State Application Identifier: N/A

**8. APPLICANT INFORMATION:**

\*a. Legal Name: County of Los Angeles

\*b. Employer/Taxpayer Identification Number (EIN/TIN):

95-3777596

\*c. Organizational DUNS:

961608163

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\*City: AlhambraCounty: Los Angeles\*State: California

Province: \_\_\_\_\_

\*Country: United States\*Zip / Postal Code 91801**e. Organizational Unit:**

Department Name:

Community Development Commission

Division Name:

Community Development Division

**f. Name and contact information of person to be contacted on matters involving this application:**Prefix: Ms.\*First Name: LindaMiddle Name: Louise\*Last Name: Jenkins-Swift

Suffix: \_\_\_\_\_

Title: Manager

Organizational Affiliation:

N/A

\*Telephone Number: (626) 586-1765

Fax Number: (626) 943-3838

\*Email: Linda.Jenkins@lacdc.org

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B.County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\*Other (Specify)

**\*10 Name of Federal Agency:****U.S. Department of Housing and Urban Development****11. Catalog of Federal Domestic Assistance Number:**

14-231

CFDA Title:

EMERGENCY SOLUTIONS GRANT

**\*12 Funding Opportunity Number:**

N/A

\*Title:

N/A

**13. Competition Identification Number:**

N/A

Title:

N/A

**14. Areas Affected by Project (Cities, Counties, States, etc.):****Los Angeles County****\*15. Descriptive Title of Applicant's Project:**

Program provides for street outreach, emergency shelter, rapid-rehousing, Homeless Management information System (HMIS), and administration throughout Los Angeles County.

Application for Federal Assistance SF-424		Version 02
16. Congressional Districts Of:		
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17. Proposed Project:		
*a. Start Date: 7/1/16		*b. End Date: 6/30/18
18. Estimated Funding (\$):		
*a. Federal \$1,856,207		
*b. Applicant		
*c. State		
*d. Local		
*e. Other		
*f. Program Income		
*g. TOTAL \$1,856,207		
19. Is Application Subject to Review By State Under Executive Order 12372 Process?		
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on _____		
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.		
<input checked="" type="checkbox"/> c. Program is not covered by E. O. 12372		
20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)		
<input checked="" type="checkbox"/> ** I AGREE		
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions		
Authorized Representative:		
Prefix: Mr.		*First Name: Sean
Middle Name:		
*Last Name: Rogan		
Suffix:		
*Title: Executive Director		
*Telephone Number: (626) 586-1500		Fax Number: (626) 943-3801
* Email: Executive.Director@lacdc.org		
*Signature of Authorized Representative:		*Date Signed: 6/2/16



**Application for Federal Assistance SF-424**

Version 02

**\*Applicant Federal Debt Delinquency Explanation**

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N/A

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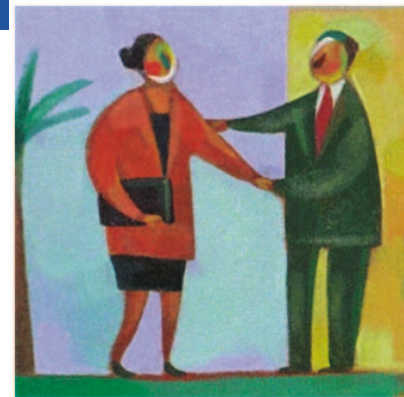
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## Section I: Executive Summary





# I. EXECUTIVE SUMMARY

## A. INTRODUCTION

The *Los Angeles Urban County 2016–2017 One-Year Action Plan* (Action Plan) contains the County’s one-year plan to carry out housing and community development activities funded by Federal formula grant funds received in the 2016–2017 program year from the U.S. Department of Housing and Urban Development (HUD). These funds are from the Community Development Block Grant (CDBG); HOME Investment Partnerships (HOME); and Emergency Solutions Grants (ESG)<sup>1</sup> programs.

The Community Development Commission of the County of Los Angeles (CDC) submits the Annual Action Plan as a requirement for participation in HUD’s CDBG program for urban counties. This Action Plan covers the fourth of the five program years covered by the *2013–2018 Housing and Community Development Consolidated Plan for the Los Angeles Urban County* (Consolidated Plan).

Please be advised that you may find the entire Action Plan posted on the CDC’s website at [www.lacdc.org/annualactionplan](http://www.lacdc.org/annualactionplan).

## URBAN COUNTY PROGRAM

HUD awards CDBG, HOME, and ESG program funds annually to entitlement jurisdictions such as the Los Angeles Urban County. The Los Angeles Urban County program includes the unincorporated areas of the County and 47 nonentitlement cities with populations of generally less than 50,000 in population who participate in the program.

The following are the cities that participate in the Los Angeles Urban County Program:

<b>Table II.1</b> <b>Participating Cities</b> Los Angeles Urban County 2016–2017 CDC Data				
<b>Cities</b>				
Agoura Hills	Commerce	La Cañada Flintridge	Monrovia	South El Monte
Arcadia	Covina	La Habra Heights	Rancho Palos Verdes	South Pasadena
Avalon	Cudahy	La Mirada	Rolling Hills Estates	Temple City
Azusa	Culver City	La Puente	San Dimas	Torrance
Bell	Diamond Bar	La Verne	San Fernando	Walnut
Bell Gardens	Duarte	Lawndale	San Gabriel	West Hollywood
Beverly Hills	El Segundo	Lomita	San Marino	Westlake Village
Calabasas	Hawaiian Gardens	Malibu	Santa Fe Springs	
Cerritos	Hermosa Beach	Manhattan Beach	Sierra Madre	
Claremont	Irwindale	Maywood	Signal Hill	

The CDC is the lead agency for the Consolidated Plan. It administers the County’s CDBG, and HOME programs and the Los Angeles Homeless Services Authority (LAHSA) administers the ESG program for the CDC.

<sup>1</sup> The Emergency Shelter Grants program was renamed the Emergency Solutions Grants program in 2011.

## FUNDING DECISIONS

Funding decisions for the 2016–2017 Urban County Program are based on the needs and strategies discussed in the Consolidated Plan.

Funds are distributed among the 47 participating cities and the unincorporated areas within the five Supervisorial Districts. The distribution of funds among these entities utilizes the HUD formula as adopted by the Board of Supervisors in 1975. The formula is based on a combination of 2010 Census data and other most recent population estimates provided by HUD.

Participating cities retain local control by designing and operating eligible CDBG projects based on local needs. The CDC works with each individual Board Office to identify and develop viable projects in the unincorporated areas of the County.

## B. PROGRAMS ADMINISTERED

---

### CDBG PROGRAM

The CDBG program was initiated by the Housing and Community Development Act of 1974. Although the Act has been amended in recent years, the primary objective continues to be the development of viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for persons of low- and moderate-income.

The Urban County CDBG program is designed to achieve this primary objective each year. Regulations governing the program also require that each activity undertaken with CDBG funds meet one (1) of three (3) broad national objectives as follows:

- Benefit low- and moderate-income persons,
- Aid in the prevention or elimination of slums and blight, or
- Meet other community development needs having particular urgency.

The CDC certifies that its Annual Action Plan has been designed to give maximum feasible priority to activities which meet the first and second objectives above. Additionally, the CDC certifies that no less than 70 percent of the CDBG funds received, over a three-year certification period, will be designed to benefit low- and moderate-income persons.

The CDC also supports capacity building activities with the CDBG program. These include technical assistance support to agencies to help them build capacity, carry out housing and community development activities, and coordinate with other agencies.

Total CDBG funds available in 2016–2017 are \$27,682,131, comprising \$20,750,346 in new allocation, \$2,944,772 in program income, \$2,923,741 in prior year's funds, \$211,976 in funds allocated to the City of Cerritos, and \$851,296 funds allocated to the City of Torrance.

The City of Cerritos and City of Torrance are voluntary joint applicants with the County of Los Angeles for Urban County funding.

## HOME INVESTMENT PARTNERSHIPS PROGRAM

Los Angeles County is an Urban County-participating jurisdiction for HUD's HOME Investment Partnerships (HOME) Program. It receives an annual formula allocation of HOME funds that can be used to promote affordable housing in the County through activities such as homeowner rehabilitation, homebuyer activities, rental housing development, and tenant-based rental assistance. CDC administers the HOME Program for the County in unincorporated areas and in 47 participating cities.

HOME activities have specific requirements such as the 25 percent match with non-federal funds for HOME dollars allocated to projects. Eligible activities include homebuyer assistance and rehabilitation of owner occupied properties. Homebuyer programs are structured for acquisition, acquisition and rehabilitation, and development of affordable homes. Rental housing is assisted through the development of new projects, as well as rehabilitation and/or acquisition of existing rental housing units.

In some cases, HOME funds used to finance the development of affordable rental housing may be used in conjunction with other funding sources including, but not limited to, HUD's HEARTH Act programs described in Section II.I. In cases where HOME funds were used in permanent supportive housing or special needs rental units, specific project leasing and tenant selection plans may be approved to utilize a Coordinated Entry or Coordinated methodology in accordance with HUD guidelines.

The new program year (2016–2017) will begin on July 1, 2016. The 2016–2017 new HOME allocation totals \$6,347,230.

## HOMELESS SERVICES PROGRAMS INCLUDING THE ESG PROGRAM

Primary federal funding for homelessness prevention activities comes from one (1) key program. The Emergency Shelter Grants program began in 1989 as part of the McKinney-Vento Homeless Assistance Act. The program was designed to improve the quality of existing emergency shelters, make available additional emergency shelters, help meet the cost of operating emergency shelters, and provide essential social services to homeless individuals. The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act), enacted on May 20, 2009, made changes to the Emergency Shelter Grants program and renamed it the Emergency Solutions Grants (ESG) program. Under its new name, the ESG program's goals address assisting those recently facing homelessness to find permanent, stable housing. The program helps persons experiencing housing crisis or homelessness find housing through a rapid re-housing program, and supports homelessness prevention activities.

The new program year (2016–2017) will begin on July 1, 2016. Total ESG funds available in 2016–2017 are \$1,856,207.

### ***Los Angeles Homeless Services Authority***

Since 1993, the County and City of Los Angeles have operated under a joint exercise of powers agreement which created the Los Angeles Homeless Services Authority (LAHSA) to provide coordinated homeless services. LAHSA is charged with planning the Continuum of Care for homeless services in the City and County of Los Angeles, a component of which includes

distribution of the CDC's ESG funding to nonprofit agencies operating shelter programs. Programs initially assigned to LAHSA by the County and City of Los Angeles include the ESG Program and the Cold/Wet Weather Emergency Shelter Program, funded in part with CDBG funds, as well as other homeless services programs already being provided by the County and City.

## C. CITIZEN PARTICIPATION SUMMARY

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To encourage citizen participation in the preparation of the Consolidated Plan and Action Plan, the CDC took the following actions in accordance with its Citizen Participation Plan:

- Conducted one (1) community meeting and conducted a survey of residents (see **Appendix B** for summaries of each). Also, survey results are posted on the CDC's website at [www.lacdc.org/annualactionplan](http://www.lacdc.org/annualactionplan).
- Is making the Action Plan available at 29 public libraries and on the CDC website, giving County residents 30 calendar days to review and comment on it (see **Appendix D**).
- Will conduct a public hearing to consider approval of the Action Plan (see **Appendix D**).
- Provided sufficient advance notice of the meetings and the hearing by advertising times and locations in several widely circulated newspapers and on the CDC's website (see **Appendix D**), and
- Will receive any oral and written comments at the meetings and public hearing (see **Appendix E**).

## D. STRATEGIC PLAN SUMMARY

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Following the research development of the five-year Consolidated Plan and the one-year Annual Action Plan, the CDC identified 10 priority needs and corresponding goals to address them. These form the Consolidated Plan's Strategic Plan, and were formed based on the national objectives and outcomes supported by HUD.

### ***Objectives***

Three objectives originate from the statutory purposes of the formula grant programs:

- Creating a suitable living environment. In general, this objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment.
- Provide decent affordable housing. The activities that typically would be found under this objective are designed to cover a wide range of housing possibilities under HOME, CDBG, HOPWA, or ESG.
- Creating economic opportunities. This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

### ***Outcomes***

Three outcomes reflect what the grantee seeks to achieve by the funded activity. The CDC associates the national objectives to these outcomes.

- **Availability/Accessibility:** Activities which make services, infrastructure, housing, or shelter available or accessible to low-income people. Not only refers to physical barriers, but also making the affordable basics of daily living available and accessible to low- and moderate-income people where they live. (The national objectives that apply to this outcome are Low- and Moderate-Income Limited Clientele and Low- and Moderate-Income Jobs.)
- **Affordability:** Activities which provide affordability in a variety of ways in the lives of low- and moderate- income people. Can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. (The national objective that applies to this outcome is Low- and Moderate-Income Housing.)
- **Sustainability:** Promoting Livable or Viable Communities. Projects aimed at improving a neighborhood by helping make it more livable or viable for principally low- and moderate-income people through multiple activities, or by providing services that sustain communities or sections of communities. (The national objectives that apply to this outcome are Addressing Slums or Blight on an Area Basis, Addressing Slums or Blight on a Spot Basis, and Urgent Need.)

The objectives and outcomes are stated for projects on the individual project pages in **Volume II** of this Annual Action Plan. The outcome indicators will be reported for each activity in the Consolidated Annual Performance and Evaluation Report (CAPER) submitted to HUD at the end of each fiscal year.

The CDC must also ensure that its HUD-funded activities carried out under the Consolidated Plan meet its priority needs. Priority needs were ranked on a scale of High, Medium, Low, or No Such Need, to describe the relative need for assistance in each category. All priority needs were found to be High based on the Consolidated Plan's need assessments and resources. Table I.1 indicates the CDC's 2013–2018 Priority Needs and corresponding Goals for each need.

<b>Table I.1</b> <b>2016–2017 Priority Needs and Goals</b> Los Angeles Urban County	
Priority Need	Goals
<b>1. Housing</b>	Affordability Accessibility (Fair Housing) Sustainability (Code Enforcement)
<b>2. Homelessness</b>	Homelessness Programs
<b>3. Non-Homeless Special Needs &amp; HIV/AIDS</b>	Special Needs Services & ADA Improvements
<b>4. Anti-Crime</b>	Accessibility Sustainability
<b>5. Economic Development</b>	Accessibility Sustainability
<b>6. Infrastructure</b>	Infrastructure Improvements
<b>7. Public Facilities</b>	Public Facilities and Improvements
<b>8. Public Services</b>	Accessibility Sustainability
<b>9. Senior Programs</b>	Senior Services and Centers
<b>10. Youth Programs</b>	Youth Services and Centers (Including Child Care)



HUD requires that grantees provide an evaluation of past performance. Since the current year, 2015–2016 is still in progress, Table I.2 below presents a summary of actual accomplishments as reported in the 2014–2015 CAPER.

<b>Table I.2</b> <b>2014–2015 Priority Needs and Planned Accomplishments</b> Los Angeles Urban County		
Priority Need	Planned Accomplishments	Actual Accomplishments
<b>Housing</b>	2,749 housing units 59 households	2,183 housing units 41 households
<b>Housing – Code Enforcement</b>	620,000 people	777,647 people
<b>Homelessness</b>	110,000 people	107,480 people
<b>Anti-Crime</b>	80,020 people 92 households	104,921 people 592 households
<b>Public Services</b>	16,500 people	16,025 people
<b>Senior Services</b>	3,776 seniors	3,954 seniors
<b>Non-Homeless Special Needs &amp; HIV/AIDS</b>	11,000 people	11,944 people
<b>Youth Programs</b>	2,730 youth	1,815 youth
<b>Public Facilities</b>	4 public facilities	1 public facilities
<b>Economic Development</b>	1,473 businesses 10 jobs 4 organizations	1,557 businesses 24 jobs 2 organizations
<b>Infrastructure</b>	45,000 people	35,917 people

## E. SPECIFIC ACTIONS

Also discussed in this plan are specific actions the CDC will take to meet national objectives for housing and community development.

### PUBLIC HOUSING

The CDC will take actions to foster public housing improvements and resident initiatives.

### HOMELESS AND OTHER SPECIAL NEEDS ACTIVITIES

#### *Homeless Needs*

The Annual Action Plan seeks to support a comprehensive Continuum of Care for homeless individuals and families which is currently funded through LAHSA through the following resources:

- Continuum of Care

- ESG Program
- County of Los Angeles General Fund
- City of Los Angeles General Fund
- Department of Public Social Services
- Independent Living Program Funds through the County's Department of Children and Family Services

### ***Other Special Needs***

The County, with CDC as the lead, also will take actions in the coming year to:

- Address obstacles to meeting underserved needs,
- Reduce lead-based paint hazards,
- Reduce the number of poverty level families,
- Develop the institutional structure,
- Enhance coordination between public and private housing and social service agencies, and
- Conduct fair housing activities.

## **BARRIERS TO AFFORDABLE HOUSING**

As the lead agency for housing and community development for the Urban County, the CDC is making a significant effort to identify housing problems and reshape its policies and programs to meet the community's needs in the coming years.

## **F. MONITORING**

As the lead agency for the Consolidated Plan, the CDC has the responsibility to ensure that the Urban County's CDBG, HOME, and ESG programs follow applicable laws and regulations.

It is the principal objective of the CDC, as the grantee, to develop a standard approach to monitoring which ensures that federal funds received from HUD are used only for approved activities and that they are administered in accordance with all applicable statutory and regulatory requirements. This established monitoring approach provides an early indication of problems or potential problems in meeting applicable requirements. This approach also helps to prevent fraud, waste, and mismanagement. Finally, through an active process of agency interaction including instructional training, ongoing technical assistance, routine site visits, quarterly reporting, and annual monitoring, the CDC promotes efficient and effective grantee performance.

## Section II: General Narratives



**What is the Annual Action Plan?**  
**Urban County Program Description**  
**Consultation and Citizen Participation**  
**Resources**  
**Activities to be Undertaken**  
**Monitoring**

## II. GENERAL NARRATIVES

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### A. INTRODUCTION

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This section contains general information that applies to the CDBG, HOME, and ESG programs. It first describes the Urban County program, including the proposed geographic allocation of CDBG, HOME, and ESG funding and consultation and citizen participation. Next, it describes the resources anticipated to be available in the coming year to address the five-year strategies in the Consolidated Plan. This section then describes one-year goals and objectives for FY Fiscal Year 2016–2017.

Also addressed in this section are activities to be undertaken to address public housing, homeless and other special needs activities, barriers to affordable housing, and other actions. Last discussed is the performance evaluation system.

- A. Introduction**
- B. Geographic Distribution (AP-50)**
- C. Consultation**
- D. Citizen Participation**
- E. Expected Resources (AP-15)**
- F. Annual Goals And Objectives (AP-20)**
- G. Summary of Projects (AP-35)**
- H. Public Housing Improvements And Resident Initiatives (AP-60)**
- I. Homeless And Other Special Needs Activities (AP-65)**
- J. Removing Barriers to Affordable Housing (AP-75)**
- K. Other Actions (AP-85)**
- L. Performance Evaluation System**
- M. Monitoring (SP-80)**

### URBAN COUNTY PROGRAM

The CDC is the lead agency for the Consolidated Plan. It administers the County's CDBG, and HOME programs and the Los Angeles Homeless Services Authority administers the ESG program for the CDC. The CDC comprises numerous divisions, each with its own area of responsibility. Those divisions most directly involved with implementation of the Urban County's housing and community development strategy include Community Development, Economic and Housing Development, Assisted Housing, and Housing Management.

As the largest city in the Los Angeles eligible metropolitan statistical area (EMSA), the City of Los Angeles manages the Housing Opportunities for Persons with AIDS (HOPWA) Program. The CDC aids with managing the program by taking part in the Los Angeles Countywide HOPWA Advisory Committee. This committee advises the City on identification of the needs and priorities of people with HIV/AIDS.

### PURPOSE OF THE ANNUAL ACTION PLAN

The CDC develops the Annual Action Plan to take part in HUD's Urban County program. This Action Plan covers the fourth of the five program years covered by the *2013–2018 Housing and Community Development Consolidated Plan for the Los Angeles Urban County* (Consolidated Plan).

The Consolidated Plan contains objectives that address a broad range of priority needs related to affordable housing, public housing, homelessness, and non-housing community development. Los Angeles County develops the Consolidated Plan to receive federal funding. The Consolidated Plan contains nine sections:

- I. An executive summary,
- II. An introduction to the Consolidated Plan development process,
- III. A demographic and economic profile,
- IV. A housing market analysis and needs assessment,
- V. An assessment of homeless needs and services,
- VI. An assessment of non-homeless special needs population needs and services,
- VII. An assessment of non-housing community development needs and services,
- VIII. A strategic plan describing how the CDC will carry out its goals to address priority needs, and
- IX. A description of the CDC's monitoring procedures.

Also completed as part of the five-year Consolidated Plan is an Annual Action Plan for the first year of the period, describing the proposed projects the CDC, supported by the County, plans to undertake in the coming program year to carry out the long-term objectives to address priority needs.

## ANNUAL ACTION PLAN ITEMS

The *Los Angeles Urban County Fiscal Year 2016–2017 Annual Action Plan* (Action Plan) includes these items:

1. **Standard Forms 424 (SF-424):** These forms are in the front of this document.
2. **Geographic Distribution:** A description of the areas in the County (including areas of low- and moderate-income concentration) in which the CDC may provide support in the coming program year. Also includes an explanation of priorities for earmarking these investments geographically. **Section II** includes this information.
3. **Expected Resources:** A description of the resources (Federal, State, local, and private) that are to be available to address the priority needs and specific objectives identified in the Consolidated Plan. **Section II** contains this description.
4. **Annual Actions for the Coming Program Year:** A description of proposed actions to carry out the five-year objectives in the Consolidated Plan. **Section II** contains these descriptions:
  - Public Housing
  - Homeless and Other Special Needs Activities
  - Homeless Needs
  - Other Special Needs
    - Address obstacles to meeting underserved needs,
    - Reduce lead-based paint hazards,
    - Reduce the number of poverty level families,
    - Develop the institutional structure,
    - Enhance coordination between public and private housing and social service agencies, and
    - Conduct fair housing activities.
  - Barriers to Affordable Housing

- 5. CDBG, HOME, and ESG-funded Actions:** A description of the proposed projects funded with CDBG, HOME, and ESG for the coming year to address the priority needs and objectives identified in the Consolidated Plan. **Volume II** of the Annual Action Plan contains proposed projects.
- 6. Specific CDBG Narratives** that describe certain PARTS of the CDBG program as managed by the CDC: **Section III** contains the CDBG narratives.
- 7. Specific HOME Narratives** that describe certain ITEMS of the County's HOME program as managed by the CDC: **Section IV** contains the HOME narratives.
- 8. Specific ESG Narratives** that describe certain components of the County's ESG program as administered by LAHSA: **Section V** contains the ESG narratives.
- 9. Required Certifications:** **Appendix A** contains these certifications.

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## B. GEOGRAPHIC DISTRIBUTION (AP-50)

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### *Funding Allocation (AP-50)*

Funding decisions for FY Fiscal Year 2016–2017 are based on the needs and strategies discussed in the Consolidated Plan. The Consolidated Plan’s Strategy section discusses the County’s allocation priorities based on the needs of County residents. These needs were identified through consultation with numerous community groups, nonprofit and for-profit organizations, participating cities, County Departments and CDC staff using interviews, focus groups, community meetings, and public hearings. In addition, statistical data was compiled from a variety of sources, including 2010 Census data, Southern California Association of Governments (SCAG) data and growth projections, Housing Element of the *2014–2021 Los Angeles County General Plan*, and other national, state, and local datasets and studies.

Funds are distributed among the 47 participating cities and the unincorporated areas within the five Supervisorial Districts. The distribution of funds among these entities utilizes the HUD formula as adopted by the Board of Supervisors in 1975. The formula is based on a combination of 2000 Census data and other most recent population estimates provided by HUD.

Funding decisions for the Urban County program for FY Fiscal Year 2016–2017 are based on the needs and strategies discussed in the Consolidated Plan’s Strategic Plan. Participating cities retain local control by designing and operating eligible CDBG projects based on local needs. The CDC works with each individual Board Office to identify and develop viable projects in the unincorporated areas of the County.

In addition, funding allocations will adhere to the following guidelines:

- Allocations will be made to activities in accordance with the national objectives specified in the “maximum feasible priority” certification for the CDBG program and in the HOME and ESG rules and regulations.
- At least 70 percent of CDBG expenditures will benefit low- and moderate-income persons over the three-year certification period, which cover fiscal years 2015, 2016, and 2017. For FY Fiscal Year 2016–2017, it is estimated that \$20,000,000 in CDBG funding will be used for activities to benefit persons of low- and moderate- income.
- The amount of funds proposed for public services, relative to the total entitlement CDBG grant, including program income, will be no more than 15 percent through FY Fiscal Year 2016–2017 (see **Appendix K** for Public Service Activities).
- The amount of funds proposed for planning and administration relative to the total CDBG entitlement grant, including program income, will be no more than 20 percent (see **Appendix K** for Administration Activities). **Appendix I** contains a breakdown of CDBG allocations for the entire Urban County.

## CDBG PROGRAM

For the purposes of the CDBG Program, the Los Angeles Urban County generally consists of all of the unincorporated areas plus cities with populations of less than 50,000 persons that have signed cooperation agreements with the County. Currently, 47 cities participate in the Urban County program. The participating cities are listed in Table II.1, below.

<b>Table II.1</b> <b>Participating Cities</b> Los Angeles Urban County Fiscal Year 2016–2017 CDC Data				
Cities				
Agoura Hills	Commerce	La Cañada Flintridge	Monrovia	South El Monte
Arcadia	Covina	La Habra Heights	Rancho Palos Verdes	South Pasadena
Avalon	Cudahy	La Mirada	Rolling Hills Estates	Temple City
Azusa	Culver City	La Puente	San Dimas	Torrance
Bell	Diamond Bar	La Verne	San Fernando	Walnut
Bell Gardens	Duarte	Lawndale	San Gabriel	West Hollywood
Beverly Hills	El Segundo	Lomita	San Marino	Westlake Village
Calabasas	Hawaiian Gardens	Malibu	Santa Fe Springs	
Cerritos	Hermosa Beach	Manhattan Beach	Sierra Madre	
Claremont	Irwindale	Maywood	Signal Hill	

The majority of these cities, 44, had populations of less than 50,000 at the time of the 2010 Census. The cities of Torrance, Arcadia, and Diamond Bar, with populations of more than 50,000, exercise their option to participate in the Urban County CDBG Program. As the grantee, the CDC provides the participating cities with technical assistance in planning and implementing CDBG- and HOME-funded activities within their jurisdictions. The CDC also assumes the responsibility for monitoring the cities' CDBG and HOME activities for compliance with program regulations. Funding decisions for the Urban County programs for 2013–2018 are based on the needs and strategies discussed in the strategic plans identified throughout the Consolidated Plan process. Participating cities retain local control by designing and operating CDBG projects based on local needs.

In FY 2015-2016, the Executive Director requesting and received authority to establish and administer a revolving pool of available CDBG funds comprised of funding contributed by participating cities; and the authority to sign agreements with cities that would utilize such funds for eligible activities within the jurisdiction that participate in the Urban County program, following County Counsel approval. The funds withdrawn from the pool will be repaid with future CDBG funds allocated to the participating city that utilized funds from the pool.

CDBG-funded activities in the unincorporated areas target geographical areas with the greatest socio-economic distress. The goals of the program are to maintain and improve neighborhoods and communities within the unincorporated County. To this end, a variety of public works projects, housing production and rehabilitation programs, and economic development activities are undertaken. Public funds are leveraged with private resources to maximize the effects of CDBG investment.

To provide guidance to the Board Offices in allocating funds, the County's *Community Profile* was updated in August 2004 and is planned to be updated in 2016. The *Community Profile* identifies Strategy Areas within the unincorporated County of Los Angeles that have a majority of low- and moderate-income residents, as defined by CDBG requirements, and a demonstrated pattern of disinvestment and deterioration. The *Community Profile* serves as a resource tool that guides the CDC's community development activities and helps prioritize the investment of CDBG and other



funds within the unincorporated areas of Los Angeles County. The CDC also uses the CDC's database system to provide additional linkages to activities implemented within the Strategy Areas. **Appendix G** lists activities for each Supervisorial District by Strategy Area and investment level. Approximately 35 percent of the FY Fiscal Year 2016–2017 CDBG allocation will be dedicated to these targeted strategy areas.

### **Low- and Moderate-Income Residents**

To create essential neighborhood improvements and stimulate additional, unassisted improvement efforts, the County will focus a portion of its housing-related funding in targeted low- and moderate-income neighborhoods. Based on the widespread need for affordable housing, however, assistance will also be available throughout the unincorporated areas. Community services and facilities will be available to residents countywide, as well as funding for accessibility improvements. Economic development efforts will be focused on business districts in qualified lower- and moderate-income areas.

### ***Funding Allocation (AP-15)***

HUD allocates CDBG funds to entitlement jurisdictions across the nation based on a formula that takes into account population, overcrowding, and poverty. In 1975, the Board of Supervisors adopted HUD's allocation formula to equitably distribute CDBG funds among the participating cities and Supervisorial Districts, which use their funds to support activities in the unincorporated areas of the County. **Appendix I** contains a breakdown of CDBG funding for the entire Urban County.

CDBG reallocated funds are additional monies derived from other entitlement jurisdictions, which have either forfeited their CDBG funds or opted not to participate in the Program. Urban County reallocated funds are allocated to countywide activities utilizing the same HUD formula. Additionally, prior years' CDBG funds, consisting of unallocated and unexpended funds from previous years, are allocated to projects in the appropriate Supervisorial Districts and participating cities.

Prior year funds include funds that were un-programmed in the previous year and funds that were programmed in the previous year but were unexpended. Unexpended funds are typically funds allocated to construction projects, which take more than one year to complete. Reallocated funds are funds that were unallocated to other entitlement communities during the previous program year. These funds are reallocated to other entitlements the following year.

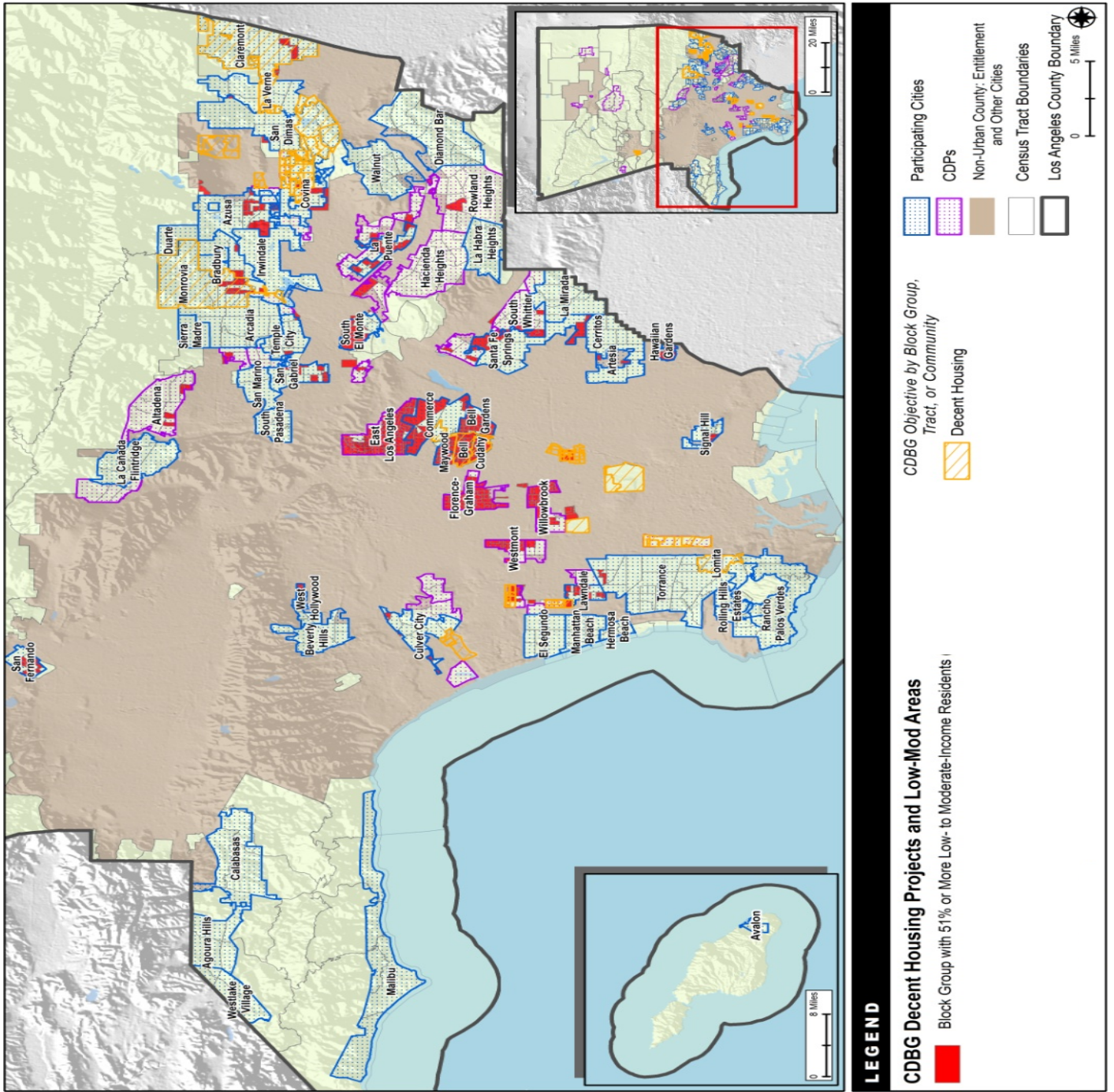
Total CDBG funds available in Fiscal Year 2016–2017 are \$27,682,131, comprising \$20,750,346 in new allocation, \$2,944,772 in program income, \$2,923,741 in prior year's funds, \$211,976 in funds allocated to the City of Cerritos, and \$851,296 funds allocated to the City of Torrance.

The City of Cerritos and the City of Torrance are voluntary joint applicants with the County of Los Angeles for Urban County funding.

### ***Geographic Distribution of CDBG Funds***

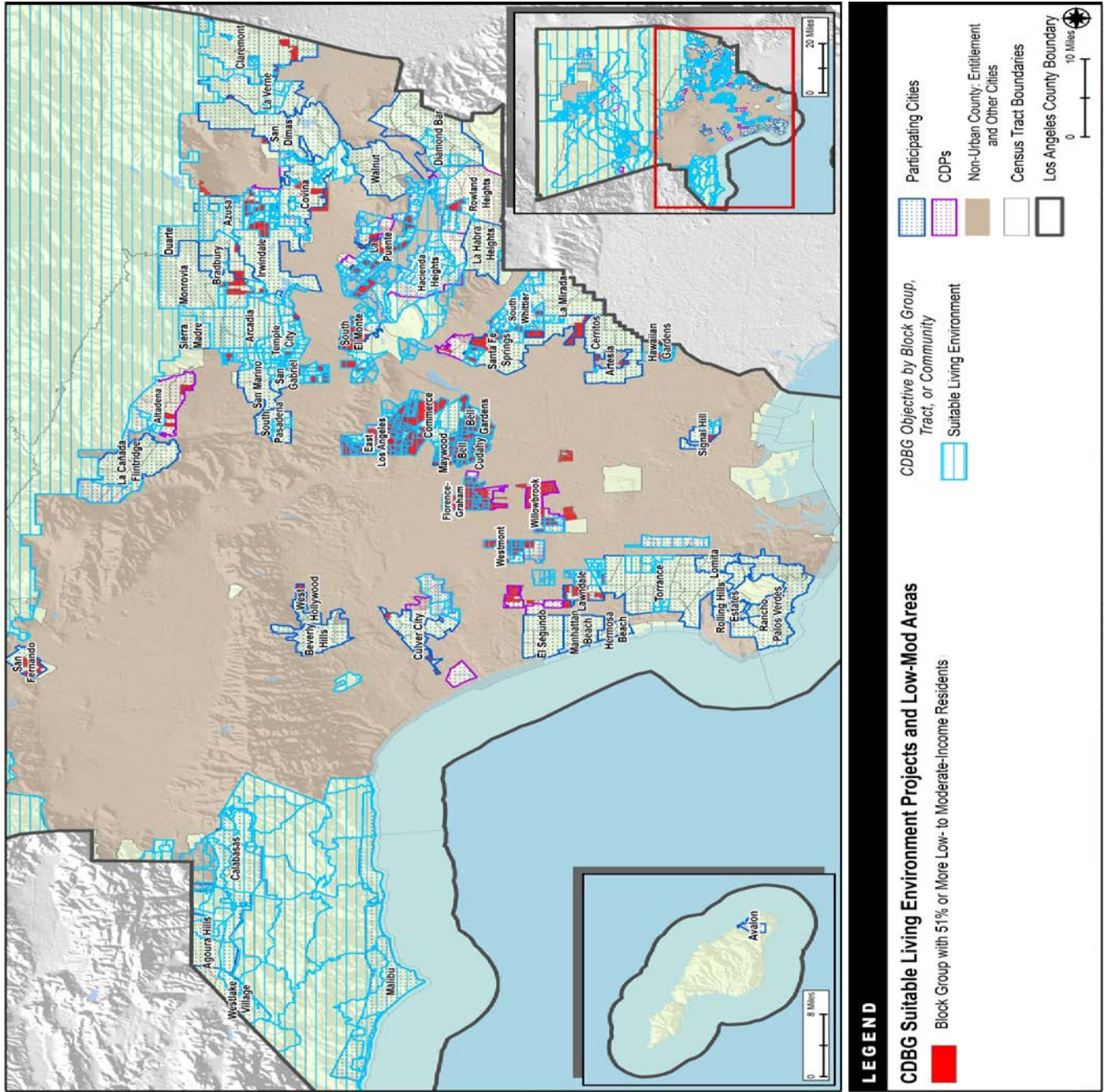
Map II.1 through Map II.3, on pages 7 through 9, show how CDBG, HOME, and ESG funds are allocated in FY 2016–2017, relative to low- and moderate-income areas and the three Consolidated Plan objectives: Providing Decent Housing, Providing a Suitable Living Environment, and Expanding Economic Opportunities.

**Map II.1**  
**CDBG Decent Housing Projects and Low-Mod Areas**  
 Los Angeles County  
 2016

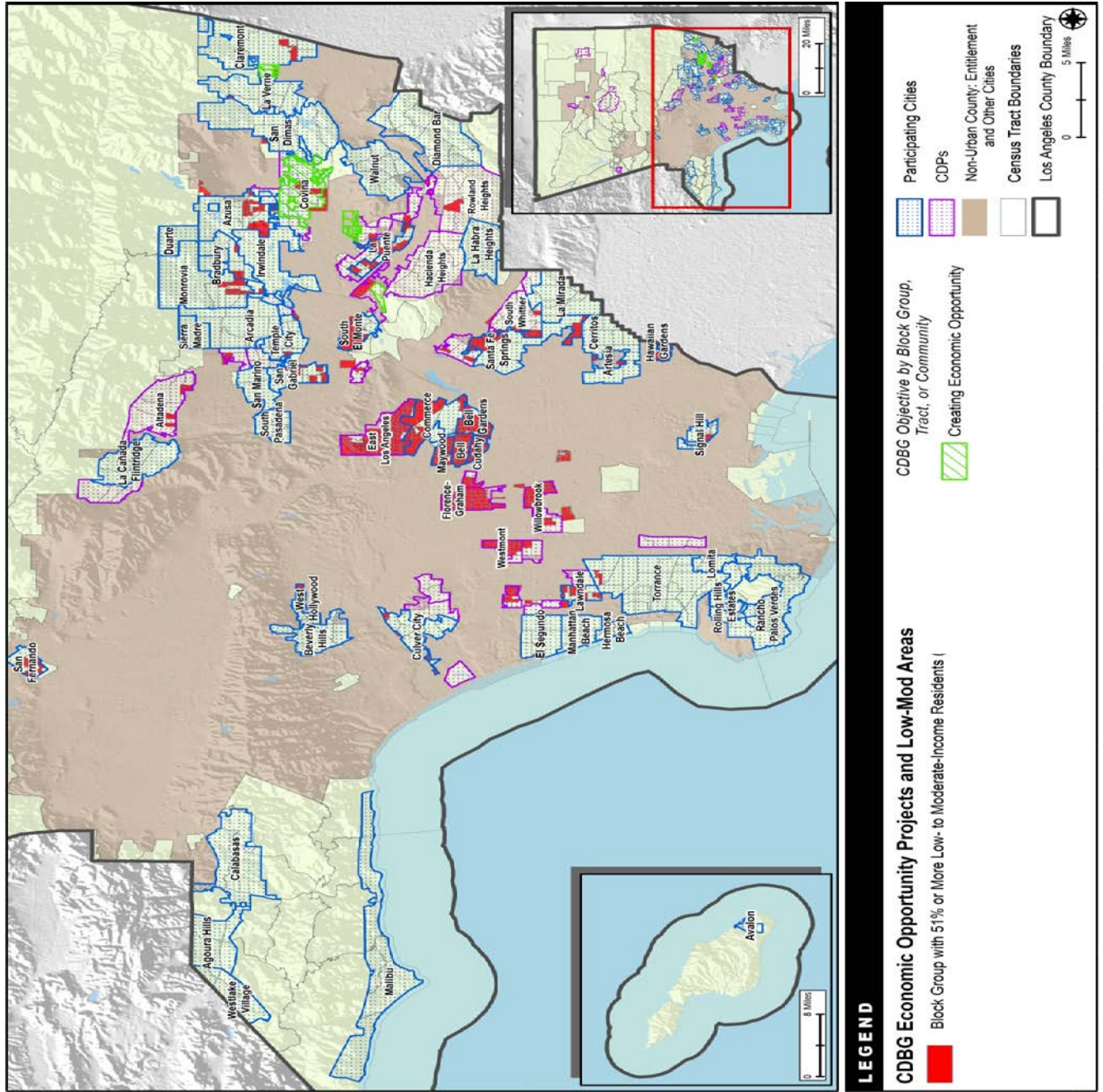




**Map II.2**  
**CDBG Suitable Living Environment Projects and Low-Mod Areas**  
 Los Angeles County  
 2016



**Map II.3**  
**CDBG Economic Opportunity Projects and Low-Mod Areas**  
 Los Angeles County  
 2016





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## HOME PROGRAM

Los Angeles County is an Urban County-participating jurisdiction for HUD's HOME Investment Partnerships (HOME) Program. It receives an annual formula allocation of HOME funds that can be used to promote affordable housing in the County through activities such as homeowner rehabilitation, homebuyer activities, rental housing development, and tenant-based rental assistance. CDC administers the HOME Program for the County in unincorporated areas and in 47 participating cities.

HOME activities have specific requirements such as the 25 percent match with non-federal funds for HOME dollars allocated to projects. Eligible activities include homebuyer assistance and rehabilitation of owner occupied properties. Homebuyer programs are structured for acquisition, acquisition and rehabilitation, and development of affordable homes. Rental housing is assisted through the development of new projects, as well as rehabilitation and/or acquisition of existing rental housing units.

### ***Funding Allocation (AP-15)***

The Fiscal Year 2016–2017 HOME allocation is \$6,347,230.

## ESG AND HOMELESS SERVICES PROGRAMS

The Los Angeles Homeless Services Authority (LAHSA) is the agency designated by the County and all participating cities within the County except Pasadena, Glendale, and Long Beach, to annually apply for Stewart B. McKinney Vento funds through the NOFA process. As the lead agency for the Los Angeles CoC, LAHSA coordinates and manages \$95 million annually in federal, State, County, and City funds for programs providing shelter, housing, and services to homeless persons in the City and County of Los Angeles. LAHSA works closely with the City and County of Los Angeles to ensure services and housing are proportionately distributed throughout the entire CoC.

LAHSA partners with local government agencies and nonprofit housing and social services providers to administer funding, program design, performance outcomes assessment and technical assistance to nearly 300 homeless services programs throughout the County. Services and housing provided include: street outreach, essential social services, access centers, emergency shelters, safe havens, transitional and permanent supportive housing, and prevention.

Additionally, LAHSA funds specialized programs to address a wide-range of issues related to homelessness, including but not limited to: domestic violence, mental illness, substance abuse, job training, family strengthening, health, mainstream benefits enrollment, and most importantly, supportive short and long-term housing.

### ***Funding Allocation (AP-15)***

The Fiscal Year 2016–2017 ESG allocation is \$1,856,207.

In addition to the County's annual ESG allocation, the Executive Director is also requesting authority from the Board of Supervisors to enter into an agreement with the State of California to receive State ESG funds in the approximate amount of \$2,215,882 to fund programs to assist the homeless. LAHSA will complete a RFP process to determine the projects that will receive the funding.

## C. CONSULTATION

As part of the consolidated planning process, the CDC consulted with a wide variety of organizations in order to gain understanding of the housing and community development arena. This Consolidated Plan represents a collective effort from a broad array of entities in the Los Angeles Urban County, ranging from advocacy groups for persons with disabilities to community development organizations. Economic development consultation activities were also undertaken, particularly in regard to CDBG funds, and included outreach to private industry, businesses, developers, and social service agencies.

CDC notified all 47 participating cities of the availability of the draft Action Plan, which was available at various public libraries throughout the County. In addition, the CDC invited 38 adjacent grantees, listed in Table II.2, to provide comments on the draft Action Plan. Any comments received from these jurisdictions will be considered and included in the final Action Plan to be submitted to HUD.

<b>Table II.2</b> <b>Adjacent Grantees</b> Los Angeles Urban County Fiscal Year 2016–2017			
Communities			
Alhambra	Glendora	Monterey Park	Santa Monica
Baldwin Park	Hawthorne	Norwalk	South Gate
Bellflower	Huntington Park	Palmdale	Thousand Oaks
Burbank	Inglewood	Paramount	West Covina
Carson	Lakewood	Pasadena	Whittier
Compton	Lancaster	Pico Rivera	San Bernardino County
Downey	Long Beach	Pomona	Orange County
El Monte	Los Angeles	Redondo Beach	Ventura County
Gardena	Lynwood	Rosemead	
Glendale	Montebello	Santa Clarita	

Other public agencies, for-profit entities, and nonprofit organizations all play a part in the provision of affordable housing and community services in the Urban County. The CDC strives to coordinate with these organizations in the development of the Action Plan and in the delivery of the programs it covers.

### PARTICIPATING CITY COORDINATION

With submission of their planning documents to the CDC each year, participating cities are required to submit proof of city council approval of their proposed activities in one (1) of the following ways:

- A copy of the adopting resolution or approved city council minutes,
- A letter from the city manager stating that the activities have received city council approval, or
- A certification by the city clerk stating that the activities have received city council approval.

This documentation is kept on file at the CDC and is available for public review.

## D. CITIZEN PARTICIPATION

As the lead agency for the Consolidated Plan, the CDC follows HUD's guidelines for citizen and community involvement. Furthermore, it is responsible for overseeing a citizen participation requirements those that accompany the Consolidated Plan and the CDBG, HOME, and ESG programs, and that complement the CDC planning processes already at work in the County. Consequently, the CDC strongly encourages public participation and consultation with other organizations as fundamental means of identifying community needs.

The CDC encourages citizens throughout the Urban County and participating cities to participate in the development of the Consolidated Plan and Action Plan. As the plans are prepared, a community meeting is conducted for public input and comment. The citizen participation process was formulated at the beginning of the plan development process and is presented in the Citizen Participation Plan (CPP). The CPP is presented in full in **Appendix L**.

To encourage citizen participation in the preparation of Action Plan, the CDC undertook several activities.

### COMMUNITY MEETING

The CDC conducted a community meeting at the CDC Headquarters on November 5, 2015, from 2:00-3:00 p.m. A total of 16 residents attended.



Citizens were invited to attend the meeting to learn about the programs and services available to them through the CDC, the Housing Authority, and the CDBG Urban County program; to express their views on their neighborhood's housing and community development needs and prioritization of grant expenditures during the ensuing fiscal year; and to comment on program performance in the prior fiscal year.

Attendants were also provided paper copies of the 2015 Resident Survey, discussed below. English, Spanish, Chinese, Korean, and Russian versions of the surveys were made available as needed. Respondents returned the survey by mail or in person to the CDC.

Lastly, staff walked the residents through our new Action Plan website at [www.lacdc.org/annualactionplan](http://www.lacdc.org/annualactionplan) which enables residents to keep in touch with us during the planning process. The new website also allows them to access resources available throughout the County. The following is a screenshot of the website and how it is designed to encourage citizens to become involved in providing feedback.

**Community Development Commission**  
of the County of Los Angeles

**Our Mission: We Build Better Lives and Better Neighborhoods**

What are you looking for?

**Action Plan Home Page**

**Take Our Survey**

**Meeting Information**

**Join Our Mailing List**

**CDBG Projects and Services**

**Resources in LA County**

**Get Involved**

Welcome to the Community Development Commission's Outreach and Information Page. Throughout the year, you will find updates to the Annual Action Plan and also have the opportunity to participate in the process, such as providing your input in the Resident Survey (August), attending our Community Meeting (October), or submitting comments to the County of Los Angeles Board of Supervisors during the Public Notice period (April). We hope to hear from you!

**Survey Results**  
See how you and your neighbors answered the survey!

**Email Sign-Up**  
Give us your email address and we will keep you updated.

**Learn More**

Learn about Los Angeles County's Community Development Block Grant (CDBG) Program, as well as other Federal funding we receive, or check out other County programs and services that are available in your area.

**Learn About Our Annual Action Plan**  
Watch this [presentation](#) to see how the County of L.A. plans its use of Federal Funds each year.

**Find CDBG Projects & Services in Your Area**  
The CDBG Program funds a variety of projects and services in each District.

**County Services You May Be Interested In**  
County information, programs and services that are available in your area.

## RESIDENT SURVEY

In order to evaluate public opinion of specific housing and community development needs in the County, the CDC elected to use a survey instrument very similar in design and content to those used in previous years for development of the 2003–2008 and 2008–2013 Consolidated Plans.



## ***Survey Process***

The 2015 Resident Survey was distributed in paper form at the community meeting as well advertised on the CDC website and by email to citizens and stakeholders from community organizations. In addition, the CDC sent out 30,000 mailings to residents that included a flier informing them of the community meeting and that the survey was online on the CDC website. Of the 30,000 mailings, 15,000 also included the hard copy survey and a return pre-paid envelope. Residents that received the hard copy surveys were located in areas that had the highest low- and moderate-income populations. The CDC provided surveys in English, Spanish, Korean, Chinese, and Russian.

The survey was conducted from November through December of 2015. A total of 870 surveys were collected.

The results of the survey were tabulated by Supervisorial District and then forwarded to each Los Angeles County Supervisor so that they could use this information when making funding decisions for Fiscal Year 2016-2017.

The survey consisted of a variety of housing and community development needs organized into the following categories: Businesses & Jobs, Community Services, Infrastructure, Community Facilities, Housing, Neighborhood Services, and Special Needs Services. Residents ranked every item listed in order of need, from 1 to 4, with 1 indicating the lowest need and 4 indicating the highest need. The following are the top five (5) needs identified for each District as well as Overall - Countywide. Please see Appendix B for complete survey results.

### ***Top Five Needs Identified on the Survey***

#### **1<sup>st</sup> District (159 surveys)**

Anti-Crime Programs:	3.60
Street Lighting:	3.51
Educational Services:	3.48
Health Services:	3.48
Healthcare Facilities:	3.43

#### **2<sup>nd</sup> District (106 surveys)**

Trash and Debris Removal:	3.68
Anti-Crime Programs:	3.65
Services for the Elderly/Frail Elderly:	3.64
Street/Alley Improvements:	3.63
Graffiti Removal:	3.60

#### **3<sup>rd</sup> District (255 surveys)**

Park and Recreation Facilities:	3.16
Drainage Improvements:	3.08
Libraries:	2.95
Public Transit Improvements:	2.94
Trash and Debris Removal:	2.89

#### **4<sup>th</sup> District (145 surveys)**

Anti-Crime Programs:	3.68
Health Services:	3.46
Trash and Debris Removal:	3.45
Healthcare Facilities:	3.42
Services for the Elderly/Frail Elderly:	3.30

#### **5<sup>th</sup> District (165 surveys)**

Drainage Improvements:	3.51
Anti-Crime Programs:	3.36
Street/Alley Improvements:	3.20
Services for the Elderly/Frail Elderly:	3.15
Healthcare Facilities:	3.11

#### **Overall – Countywide (870 surveys)\***

Anti-Crime Programs:	3.28
Drainage Improvements:	3.26
Health Services:	3.25
Park and Recreation Facilities:	3.21
Trash and Debris Removal:	3.19

\*The total, 870, includes 40 surveys that were submitted by residents that did not identify their zip codes. Therefore, they could not be assigned to a District.

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## PUBLIC REVIEW PROCESS

At this time, the Action Plan is being released in draft form. The CDC will be conducting a number of additional activities in completing this planning process, and will do the following:

- Conduct a public hearing to consider approval of the Action Plan,
- Provide sufficient advance notice of the meetings and the hearing by advertising times and locations in several widely circulated newspapers, and
- Receive and respond to any oral and written comments at the meetings and public hearing, and will include any comments and responses as appendices to the Action Plan.

A 30-day public notice will be published before April 24, 2016 in the legal section of the *Los Angeles Times*, advertising a public hearing on May 24, 2016 regarding the draft Fiscal Year 2016–2017 Annual Action Plan. The notice will also be published in the week following April 24, 2015 in several local newspapers with daily or weekly circulation.

The notice will invite citizens to review the draft Action Plan and to attend the public hearing to present oral and written comments to the Board of Supervisors for consideration in approving the document. Citizens unable to attend the public hearing are invited to submit written comments to the offices of the CDC up to and including the day of the public hearing. The draft Action Plan will also be available for review at the CDC, 700 W. Main Street, Alhambra, CA 91801 and at various public libraries throughout the County.

Written comments received at the CDC and at the public hearing and a transcript of oral comments received at the public hearing will be included in the Final Action Plan, specifically in Appendix E. The transcript will also include approval by the Board of Supervisors, Board of Commissioners of the HACoLA, and Board of Commissioners of the CDC.

### ***Public Review in the Participating Cities***

Each participating city offers its constituency the opportunity to provide citizen input on housing and community development needs at a community meeting or public hearing by:

- Holding one (1) or more community meetings or conducting one (1) public hearing with a minimum 14-calendar day notification period,
- Soliciting citizen participation through an advertisement published in a local newspaper whose primary circulation is within the city, or
- Soliciting citizen participation through notices posted in public buildings within the city and at least 14 calendar days prior to the meeting date.

## SUBSTANTIAL AMENDMENTS

The CDC has determined that an amendment is substantial when:

- A new activity that is not included in the Annual Action Plan is proposed,
- A funded activity described in the Annual Action Plan is cancelled, or
- A project listed in the Action Plan is changed from one eligible use to another.

The CDC will provide affected citizens a period of not less than 30 calendar days to make comments on a substantial amendment before it is implemented. Acceptable methods of meeting the citizen participation requirements include:

- Publication of the availability of the substantial change(s) in a local newspaper. The publication will provide a link to a CDC web page which will provide more detailed information on the substantial amendment(s) and how to provide comments.
- Publication of any proposed change shall appear in a local newspaper whose primary circulation is within the area serving the community of affected citizens;
- Advertisement of the availability of the proposed change on the CDC's website;
- Posting notices in public buildings within the jurisdiction of the administering agency, which include, but are not limited to, public libraries; or
- Holding meetings with citizens' advisory groups within the area affected by the substantial amendment.

Notification to the public shall advise citizens of how and where to submit comments on the proposed changes. A summary of these comments, and a summary of comments not accepted and the reasons therefore, shall be attached to the substantial amendment that is submitted to HUD.

Please see Appendix L for further citizen participation requirements, including those applicable to participation cities relative to substantial amendments.

## **E. EXPECTED RESOURCES (AP-15)**

The CDC enlists a variety of public and private resources to provide decent housing, suitable living environments, and expanded economic opportunities for its residents. Recognizing that no one resource can build communities, the County uses a variety of resources, not only to implement its strategic plan but also to link County strategies. This allows the County to reinforce coordination of activities between and among agencies and to leverage additional resources. This section summarizes the major sources of funding available to carry out housing and community development activities in the Urban County, and specifically identifies the County's current funding levels for formula grant programs (CDBG, HOME, and ESG).

Funds are available from the following categories:

- Federal Programs
  - Formula/Entitlements
  - Competitive Programs
- State Programs
- Local Resources
- Private Resources/Financing Programs

Table II.4 through II.9, on pages 18 through 22, present and describes the available funding sources anticipated for the Fiscal Year 2016–2017 program year.

Also discussed in this section is how County will leverage available resources, as well as a description of how matching requirements will be satisfied.

## PUBLIC SECTOR

The County uses resources from CDBG, HOME, ESG, Public Housing Assistance, and special grants awarded by HUD as bases for implementing its strategies. CDBG dollars are expanded through the Section 108 Loan Guarantee Program, which allows the County and the participating cities to borrow additional funds against their grant funds to meet immediate community development needs. In addition, the County receives funds from the State of California and the City of Los Angeles for projects that involve joint funding by these jurisdictions.

## PRIVATE SECTOR

The CDC works with the lending community to provide dollars to meet the Urban County's needs. Through the Community Reinvestment Act (CRA), small business owners and first-time homebuyers can be assisted.

## LEVERAGING

The CDC leverages and links resources among various programs. For instance, the Workforce Investment Act (WIA) Program, County Community Service Block Grant (CSBG), and CDBG funds can be used to jointly fund projects. This allows the County to provide a wide range of public services to many low-income County residents. In the participating cities, CDBG funds are matched with other funds available to cities such as general funds and other local resources. For FY Fiscal Year 2016–2017, the CDC will leverage \$30,504,789 in other funding. Table II.3, shows the breakdown of Fiscal Year 2016–2017 leveraged funds.

<b>Table II.1</b> <b>Approximate Annual Leveraging Resources</b> Los Angeles Urban County Fiscal Year 2016–2017	
<b>Source</b>	<b>Leveraging Amount</b>
General Fund	\$1,898,412
Other State	\$666,121
Other Local	\$15,517,639
Other Federal	\$11,369,000
Other Private	\$326,715
Other	\$726,902
<b>Total</b>	<b>\$30,504,789</b>

The County will also use various financial, administrative, and other funding mechanisms to leverage additional funds for development and preservation activities. For example:

- Rental housing developers typically combine tax credits, State-administered funds, exercise processing fees, and property tax waivers.
- Development activities for homeowners typically utilize maximum subsidy limits below those permitted under federal regulations, thus requiring increased developer equity.
- For housing, the County leverages private funds from participating lenders with HOME and CDBG funds.

- Habitat for Humanity, which utilizes volunteer labor, discounted materials, and “sweat equity,” is used to develop many affordable units for homeownership where CDBG and HOME funds are used to acquire the site and complete public improvements.
- Local, non-federal dollars are used in combination with federal funds to construct developments located in the Urban County’s participating cities.
- Specialized client-based funding sources, funds provided through appropriate County departments, and local private contributions are used in conjunction with federal resources to construct service-enhanced developments.

**Economic Development:** These activities are enhanced with governmental funds such as CDBG and also with other mechanisms such as tax credits and utility cost reductions.

**Public Land:** The County acquires private and public land, when necessary, to facilitate commercial and residential development.

**Table II.2**  
**Anticipated Resources: Federal Programs: Formula/Entitlements**  
 Los Angeles Urban County  
 2016-2017

Program	Description	Expected Amount Available 2016-2017				Expected Amount Remainder of Con Plan	Eligible Activities
		Estimated Annual Allocation	Program Income	Prior Year Resources	Total		
<b>Community Development Block Grant (CDBG)</b>	Grants awarded on a formula basis for housing and community development. Primary recipients must be low to moderate-income (up to 80% MFI), or reside in a low- and moderate-income target area.	\$21,813,618	\$2,944,772	\$2,923,741	\$27,682,131	\$0	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services
<b>Home Investment Partnerships (HOME)</b>	Flexible grant program awarded on a formula basis to implement local housing strategies. Recipients must be low to moderate-income (up to 80% AMI) for homeownership, with low-income targeting at least 20% of the units at 50% AMI. Requires 25% non-federal matching funds.	\$6,347,230	\$2,000,000	\$4,500,000	\$12,847,230	\$0	Acquisition Homebuyer assistance Single Family Rehabilitation Multifamily rental new construction New construction for ownership
<b>Emergency Solutions Grants (ESG)</b>	Grants are awarded to provide outreach to persons living on the street; to operate emergency and winter shelter; to operate a day shelter to serve the homeless; for rapid re-housing activities throughout the County for families and individuals who are homeless or in the homeless shelter system; for homelessness prevention and diversion activities; for the collection, evaluation, and reporting of client level data through the Homeless Management Information System (HMIS); and for program administration.	\$1,856,207	\$0	\$0	\$1,856,207	\$0	Street Outreach Emergency Shelters Homelessness Prevention Rapid Re-Housing Homeless Management Information System (HMIS) Administration
Capital Fund Program (CFP)	A formula-based funding program used by HACOLA to make physical and management improvements to public housing developments.	\$4,793,396	\$0	\$0	\$4,793,396	\$0	<ul style="list-style-type: none"> <li>• Upgrade living conditions.</li> <li>• Correct physical deficiencies</li> <li>• Achieve operating efficiency</li> </ul>
Section 8 Housing Choice Voucher Program	Rental assistance payments to owners of private market rate units, or directly to tenants (vouchers). Section 8 tenants must be low-income (up to 50% MFI). Administered by HACOLA.	n/a	n/a	n/a	n/a	n/a	<ul style="list-style-type: none"> <li>• Rental Assistance</li> </ul>

**Table II.3**  
**Federal Resources Available for Housing and Community Development Activities**  
**Competitive Programs**  
 Los Angeles Urban County  
 2016-2017

Program	Description	Eligible Activities
EDA Economic Development Administrative Grants	Funds business loans by providing capital to small- and medium-sized businesses.	Loans are used by businesses for real estate, working capital, equipment /machinery, and construction.
Supportive Housing Program	Promotes rental housing aid with supportive services to homeless persons. Applicants to HUD may be government entities, private non-profits, or public non-profit community mental health associations.	Acquisition/rehabilitation, new construction, and leasing for following components: - Transitional housing - Permanent housing for homeless with disabilities - Supportive services for homeless
Shelter Plus Care	Provides rental housing aid with supportive services to be provided with other sources of funds. Assistance provided to homeless people with disabilities and their families. Selection is on a nationwide competitive basis.	- Tenant-based rental assistance - Project-based rental assistance - Sponsor-based rental assistance - Section 8 Moderate Rehab Assistance for SRO dwellings.
Section 202 – Supportive Housing for the Elderly	Grants to non-profit developers of supportive housing for the elderly. Rental assistance is available to low-income elderly people (up to 50% MFI).	- Acquisition - Rehabilitation - New construction - Rental assistance - Support services
Section 811 – Supportive Housing for Persons with Disabilities	Grants to non-profit developers of supportive housing for persons with disabilities, including group homes, independent living facilities and intermediate care facilities. Provides two types of financing: capital advances and project rental assistance. Rental assistance is available to low-income disabled persons (up to 50% MFI).	- Acquisition - Rehabilitation - New construction - Rental assistance

**Table II.7**  
**State Resources Available for Housing and Community Development Activities**  
**Los Angeles Urban County**  
**2016**

Program	Description	Eligible Activities
Mortgage Credit Certificate (MCC) Program	Federal income tax credits awarded by County to first-time homebuyers for the purchase of new or existing single-family housing. Credit is for up to 15% of annual interest paid on mortgage. Value of MCC calculated by mortgage lender into reduced down payment.	- Home Buyer Assistance
California Housing Finance Agency (CalHFA) Multifamily Rental Housing Programs	CalHFA provides below market rate financing to builders and developers of multifamily housing and elderly rental housing. Tax exempt bonds are sold to provide below market mortgage money.	New construction, rehabilitation and acquisition of properties from 20 to 150 units are eligible. Twenty percent of the units must be set-aside for very low-income tenants for at least 30 years.
Southern California Housing Finance Agency (SCHFA) Home Mortgage Purchase Program	SCHFA sells tax-exempt bonds for below market rate loans to first time homebuyers. Program operates through participating lenders who originate loans for SCHFA purchase.	- Home Buyer Assistance
Low-income Housing Tax Credit – 9% Tax Credit and 4% Tax Credit/State tax-exempt bonds – subject to annual volume cap	Federal tax credits available to individuals and corporations that invest in low-income rental housing. Tax credits sold to people with high tax liability and proceeds are used to create rental housing. Tax credit allocations are awarded through the state on a competitive basis. 20% of project units must be set-aside for households earning 50% MFI, or 40% of units at 80% MFI. However, projects competing for 9% tax credits typically set income targeting at 40% MFI or below to remain competitive.	New Construction – Rental Substantial Rehabilitation – Rental - Acquisition – Rental
Golden State Finance Authority	Provide grants to first-time homebuyers closing costs and down payment assistance.	Homebuyer Assistance



**Table II.8**  
**Private Resources Available for Housing and Community Development Activities**  
**Los Angeles Urban County**  
**2016**

Program	Description	Eligible Activities
Federal National Mortgage Association (Fannie Mae)	<p>Loan Applicants apply to participating lenders for the following programs:</p> <p>Community Mortgage Improvement Program – mortgages that fund the purchase and rehabilitation of a home.</p> <p>Community Seconds Mortgage Loans – Second mortgage loans secured/subsidies provided in conjunction with a Fannie Mae Community Lending Product fixed-rate first mortgage.</p> <p>Fannie Neighbors – Second Mortgage secured/subsidized by a federal, state, or local government agency at no or very low interest.</p> <p>Fannie 97 – Low Down Payment Mortgages for Single-Family Home in underserved low-income and minority communities. 3% down payment mortgage loans for low-income home buyers. 3% loans for nonprofits, government agencies to pay for closing costs.</p>	<p>- Home Buyer Assistance and Rehabilitation</p> <p>-Homebuyer Assistance</p>
Private Lenders	The Community Reinvestment Act (CRA) requires certain regulated financial institutions to achieve goals for lending in low- and moderate-income neighborhoods. As a result, most of the larger private lenders offer one or more affordable housing programs, such as first-time homebuyer, housing rehabilitation, or new construction.	Varies, depending on individual program offered by bank

**Table II.9**  
**Local Resources Available for Housing and Community Development Activities**  
**Los Angeles Urban County**  
**2015-2016**

Program	Description	Eligible Activities
Affordable Housing Trust Funds	County General Funds have been made available to allow CDC to increase the availability of affordable housing and add resources to the critical regional need for housing and services for extremely low-income persons and households who are homeless or at risk of homelessness in the County.	<ul style="list-style-type: none"> <li>-Predevelopment</li> <li>-Acquisition</li> <li>-New Construction</li> <li>-Rehabilitation</li> <li>-Operating Subsidies</li> </ul>
Emergency Shelter Fund Program \$20 million in County General Funds	County General Funds have been made available for: New Construction of year round homeless shelters; Expansion of beds in homeless shelters currently in existence; Services and ongoing operational costs for year round homeless shelters; and Enhancement to the homeless delivery service.	- Predevelopment, acquisition, rehabilitation, operating subsidies and services.
Homeless and Housing Program (HHP) \$52 million in County General Funds	<p>\$20 million Revolving Loan Fund: Through an RFP process, proposals from lenders interested in receiving an allocation of funds which they will use to establish a Revolving Loan Fund for affordable housing. They will be required to incorporate their own funds, thereby leveraging the County's funds to increase the amount of low cost financing available to affordable housing developers. Priority will be given to capital development projects serving homeless and at risk of homeless for the development of emergency shelters, transitional housing and permanent rental housing.</p> <p>\$32 million City/Community Programs. This funding is one-time only funding to develop innovative programs to address the homeless crisis and fund current program that have shown success in moving people out of homelessness and also preventing homelessness. Through an RFP process modeled after the City of Industry RFP process, the CDC will allocate approximately \$32 million in General funds for both capital and service programs for homeless and at risk of homeless programs.</p>	<p>Revolving Loan Fund:</p> <ul style="list-style-type: none"> <li>-Acquisition</li> <li>-Pre-development activities</li> </ul> <p>City/Community Programs:</p> <ul style="list-style-type: none"> <li>-Services: Service only funds may be used for the development and implementation of service delivery models that positively impact the lives of homeless individuals and families having the goal of moving them into permanent housing and achieving housing stability.</li> </ul>
County Economic Development Trust Fund	County General Funds have been made available for economic development initiatives and programs to promote the long-term economic growth and development of Los Angeles County.	<ul style="list-style-type: none"> <li>-Manufacturing Revolving Loan</li> <li>-Community Business Revitalization</li> <li>-BioScience Revolving Loan</li> <li>-Industry Development Strategies</li> <li>-Catalytic Development</li> </ul>

## MATCHING

The HOME and ESG programs require the CDC to provide matching funds.

### *HOME Program*

HOME program regulations require a 25 percent non-federal match for every HOME dollar expended. Funds set aside for administration and for Community Housing Development Organization (CHDO) technical assistance and capacity building are exempt from this requirement. The match must be met by the end of the Federal Fiscal Year in which the expenditure occurred. This requirement is not project-specific but rather program-wide.

The following non-federal sources are eligible as matches:

- Cash from a non-federal source
- Donated land or other real property
- The cost, not paid with Federal funds, of infrastructure associated with HOME projects.
- Value of forgone taxes, fees, or other charges
- Proceeds from affordable housing bonds issued by state or local government
- The cost of supportive services provided to families living in HOME units

Because the matching fund requirement is concurrent with the Federal Fiscal Year, each year's matches are identified on September 30. Therefore, the matches as of September 30, 2016, will be identified in the Fiscal Year 2016–2017 Consolidated Annual Performance and Evaluation Report (CAPER), which will be submitted to HUD on September 30, 2017.

### *ESG Program*

ESG regulations require a 100 percent match for ESG funding. Funds provided through the County General Funds to LAHSA will provide 100 percent of the match requirement for ESG funds.

## F. ANNUAL GOALS AND OBJECTIVES (AP-20)

Fifteen goals were created to address the 10 Priority Needs for 2013–2018, measured using outcome indicators as defined by HUD.

The tables on the following pages present a series of matrices representing the goals, strategies, and objectives for activities serving persons or businesses consist of the number of services provided or client contacts. These data correspond with the 2013–2018 planning period. Please be advised that these are goals and actual accomplishment data will be found in the Consolidated Annual Performance and Evaluation Report (CAPER). So, percent (%) planned on the tables represent what has been planned annually compared to the five-year overall goal.

**Table II.4**  
**Goal: Housing – Affordability**  
 Los Angeles Urban County  
 2013–2018

Outcome/ Objective Statement	Activities	Five-Year Funding	Goal Outcome Indicator	Units	Five-Year Goal	2013	2014	2015	2016	2017	% Planned
<b>Priority Need Addressed: Housing</b>											
Affordability for the purpose of providing decent affordable housing	Acquisition; disposition, including property maintenance; relocation; clearance and demolition; off-site property improvements; construction of housing; loans and grants to assist first-time homebuyers will be funded to expand the supply of affordable rental and homeownership housing.	HOME: \$33,000,000 CDBG: \$52,000,000	Rental units constructed	Household housing unit	250	50	87	43	28	n/a	83%
	Single-family and multi-family rehabilitation; lead-based paint programs; public housing modernization and property improvements; emancipated foster youth rehabilitation; and rehabilitation administration will be funded to preserve and improve the existing housing stock.		Homeowner Housing Rehabilitation	Household housing unit	3,000	600	662	662	497	n/a	81%
	CDBG non-profit organization capacity building will also be funded to assist public and non-profit organizations to increase their capacity in carrying out these activities.		Direct Financial Assistance to Homebuyers	Households assisted	250	50	59	59	46	n/a	86%
	Under the Goal Outcome Indicator "Other," three (3) housing units will be maintained and eventually disposed (HUD Code 02).		Rental Units Rehabilitated	Household housing unit	2,500	500	2,000	550	285	n/a	133%
			Other	Other	15	3	2	2	2	n/a	60%

**AP-55 - The following includes planned accomplishments relative to CDBG, and HOME as required by 24 CFR.220(g) and 91.420:**

**2016-2017 Goals for the Number of Households to be Supported:**

Homeless: 22  
 Non-Homeless: 834  
 Special Needs: 0  
 Total: 856

**2016-2017 Goals for the Number of Households to be Supported Through:**

Rental Assistance: 0  
 The Production of New Units: 28  
 Rehab of Existing Units: 782  
 Acquisition of Existing Units: 0  
 First-Time Homebuyer Programs: 46  
 Total: 856

<b>Table II.5</b> <b>Goal: Housing – Accessibility (Fair Housing)</b> Los Angeles Urban County 2013–2018											
Outcome/ Objective Statement	Activities	Five-Year Funding	Goal Outcome Indicator	Units	Five-Year Goal	2013	2014	2015	2016	2017	% Planned
<b>Priority Need Addressed: Housing</b>											
Availability and accessibility for the purpose of providing decent affordable housing.	<p>Fair housing activities will primarily be funded with Countywide administration funds to ensure equal access to housing. If funding becomes available, public service fair housing activities will be funded.</p> <p>CDBG non-profit organization capacity building will also be funded to assist public and non-profit organizations to increase their capacity in carrying out these activities.</p> <p>The Goal Outcome Indicator was selected as "Other" because fair housing activities are being funding under Administration (HUD Code 21D) do not report accomplishments/goals in IDIS. However, planned and actual accomplishments will be reported in the Consolidated Plan (strategic plan section), Action Plan, and CAPER narratives.</p>	CDBG: \$1,000,000	Other	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a

**Table II.6**  
**Goal: Housing – Sustainability (Code Enforcement)**  
 Los Angeles Urban County  
 2013–2018

Outcome/ Objective Statement	Activities	Five-Year Funding	Goal Outcome Indicator	Units	Five-Year Goal	2013	2014	2015	2016	2017	% Planned
<b>Priority Need Addressed: Housing</b>											
Sustainability for the purpose to create suitable living environments.	Code enforcement activities will be funded to assist in preserving and improving the existing housing stock and arresting the decline of residential neighborhoods. Activities will be carried out in primarily low- and moderate-income residential areas or slum blight areas.	CDBG: \$6,000,000	Housing Code Enforcement/ Foreclosed Property Care	Household Housing Unit	1,000	200	0	205	205	n/a	61%
	CDBG non-profit organization capacity building will also be funded to assist public and non-profit organizations to increase their capacity in carrying out these activities.  The number under "Other" represents 2,500,000 people served through code enforcement activities in low- and moderate-income areas.		Other	Other	2,500,000	500,000	620,000	500,000	421,895	n/a	82%

**Table II.7**  
**Goal: Homelessness Programs**  
 Los Angeles Urban County  
 2013–2018

Outcome/ Objective Statement	Activities	Five-Year Funding	Goal Outcome Indicator	Units	Five- Year Goal	2013	2014	2015	2016	2017	% Planned
<b>Priority Need Addressed: Homelessness</b>											
Availability and accessibility for the purpose to create suitable living environments.	Emergency shelter and services; food and essential services; outreach, case management, and referral services; access center; emergency response team; homelessness prevention programs; rapid re-housing; HMIS; administration; and non-profit capacity building activities will be funded to support a continuum of services in support of the County's effort to end homelessness.  CDBG non-profit organization capacity building will also be funded to assist public and non-profit organizations to increase their capacity in carrying out these activities.	CDBG: \$1,250,00 ESG: \$9,000,000	Homeless Person Overnight Shelter	Persons Assisted	35,000	7,000	10,000	10,000	4,000	n/a	89%
			Homelessness Prevention	Persons Assisted	100	20	0	0	0	n/a	20%
			Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	250,000	50,000	100,000	113,000	12,771	n/a	110%
			Tenant-based rental assistance / Rapid Re-housing	Households Assisted	500	100	92	92	500	n/a	157%

**Table II.8**  
**Goal: Special Needs Services & ADA Improvements**  
 Los Angeles Urban County  
 2013–2018

Outcome/ Objective Statement	Activities	Five-Year Funding	Goal Outcome Indicator	Units	Five- Year Goal	2013	2014	2015	2016	2017	% Planned
<b>Priority Need Addressed: Special Needs/Non-Homeless</b>											
Availability and accessibility for the purpose to create suitable living environments.	Battered and abused spousal programs, home based prevention programs, independent living and life skills programs, literacy programs, meals on wheels programs, referral and case management services, routine check-up call programs, construction or upgrading sidewalks with wheelchair ramps with Americans with Disabilities Act (ADA) improvements will be funded to help persons with special needs live as independently as possible.	CDBG: \$4,000,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50,000	10,000	10,000	26,000	35,477	n/a	163%
	CDBG non-profit organization capacity building will also be funded to assist public and non-profit organizations to increase their capacity in carrying out these activities.		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3,000	600	1,000	920	830	n/a	112%
	Under the Goal Outcome Indicator "Other," four (4) public facilities are planned to be improved so that they become ADA accessible. The Goal Outcome Indicator "Public or Infrastructure Activities other than Low/Moderate Income Housing Benefit."		Other	Other	4	1	0	3	2	n/a	150%



**Table II.9**  
**Goal: Anti-Crime Programs – Accessibility**  
 Los Angeles Urban County  
 2013–2018

Outcome/ Objective Statement	Activities	Five-Year Funding	Goal Outcome Indicator	Units	Five-Year Goal	2013	2014	2015	2016	2017	% Planned
<b>Priority Need Addressed: Anti-Crime</b>											
Availability and accessibility for the purpose to create suitable living environments.	<p>Fraud prevention and juvenile and gang diversion programs will be funded to decrease crime in neighborhoods and communities. Activities funded to address this goal will be qualified as low- and moderate-income limited clientele.</p> <p>CDBG non-profit organization capacity building will also be funded to assist public and non-profit organizations to increase their capacity in carrying out these activities.</p>	CDBG: \$170,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	60	12	20	20	20	n/a	120%

**Table II.10**  
**Goal: Anti-Crime Programs – Sustainability**  
 Los Angeles Urban County  
 2013–2018

Outcome/ Objective Statement	Activities	Five-Year Funding	Goal Outcome Indicator	Units	Five-Year Goal	2013	2014	2015	2016	2017	% Planned
<b>Priority Need Addressed: Anti-Crime</b>											
Availability and accessibility for the purpose to create suitable living environments.	<p>Community-based policing, neighborhood watch programs, and graffiti removal will be funded to decrease crime in neighborhoods and communities. Activities to address this goal will be qualified on an area basis.</p> <p>CDBG non-profit organization capacity building will also be funded to assist public and non-profit organizations to increase their capacity in carrying out these activities.</p>	CDBG: \$750,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	400,000	80,000	80,000	100,000	11,405	n/a	68%

**Table II.11**  
**Goal: Economic Development – Accessibility**  
 Los Angeles Urban County  
 2013–2018

Outcome/ Objective Statement	Activities	Five-Year Funding	Goal Outcome Indicator	Units	Five-Year Goal	2013	2014	2015	2016	2017	% Planned
<b>Priority Need Addressed: Economic Development</b>											
Availability and accessibility for the purpose to create economic opportunities.	<p>Direct financial assistance, technical assistance and micro-enterprise assistance, including loans and other activities. The purpose of these activities is to stimulate business investment and job development to build vibrant, self-sustaining communities. Activities to address this goal will primarily be qualified as low- and moderate-income jobs.</p> <p>CDBG non-profit organization capacity building will also be funded to assist public and non-profit organizations to increase their capacity in carrying out these activities.</p>	CDBG: \$1,500,000	Jobs created/retained	Jobs	40	8	10	6	4	n/a	70%

**Table II.12**  
**Goal: Economic Development – Sustainability**  
 Los Angeles Urban County  
 2013–2018

Outcome/ Objective Statement	Activities	Five-Year Funding	Goal Outcome Indicator	Units	Five- Year Goal	2013	2014	2015	2016	2017	% Planned
<b>Priority Need Addressed: Economic Development</b>											
Sustainability for the purpose to create economic opportunities.	Acquisition, clearance, demolition, relocation, commercial/industrial improvements, direct financial assistance, commercial rehabilitation, technical assistance, disposition, and non-profit organization capacity building activities will be funded in order to stimulate business investment and job development to build vibrant, self-sustaining communities. These activities will be qualified on an area basis.  Under the Goal Outcome Indicator "Other," three (3) organizations are planned to be assisted through capacity building activities (HUD Code 19C).	CDBG: \$7,000,000	Facade treatment & business building rehabilitation	Business	70	14	33	9	16	n/a	103%
			Jobs created/retained	Jobs	40	8	0	0	0	n/a	20%
			Businesses Assisted	Businesses Assisted	5,000	1,000	1,440	1,300	118	n/a	77%
			Other	Other	15	3	4	1	1	n/a	60%
			Disposition	People	152,000	0	38,000	8,800	10,270	n/a	37%
			Public Facilities	Public Facilities	1	0	1	0	0	n/a	100%

**Table II.13**  
**Goal: Infrastructure Improvements**  
 Los Angeles Urban County  
 2013–2018

Outcome/ Objective Statement	Activities	Five-Year Funding	Goal Outcome Indicator	Units	Five-Year Goal	2013	2014	2015	2016	2017	% Planned
<b>Priority Need Addressed: Infrastructure</b>											
Sustainability for the purpose to create suitable living environments.	Street and sidewalk improvements will be funded to encourage the continued maintenance and improvements of infrastructure. CDBG non-profit organization capacity building will also be funded to assist public and non-profit organizations to increase their capacity in carrying out these activities.	CDBG: \$3,000,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	150,000	30,000	45,000	7,200	6,680	n/a	59%

**Table II.14**  
**Goal: Public Facilities and Improvements**  
 Los Angeles Urban County  
 2013–2018

Outcome/ Objective Statement	Activities	Five-Year Funding	Goal Outcome Indicator	Units	Five-Year Goal	2013	2014	2015	2016	2017	% Planned
<b>Priority Need Addressed: Public Facilities</b>											
Sustainability for the purpose to create suitable living environments.	Community and neighborhood facilities, park improvements, parking lot improvements, and tree planting will be funded in order to provide access to local public facilities that contribute to community and neighborhood development. CDBG non-profit organization capacity building will also be funded to assist public and non-profit organizations to increase their capacity in carrying out these activities. The Goal Outcome Indicator "Other," includes two (2) public facility rehabilitation projects.	CDBG: \$200,000	Other	Other	2	1	4	0	1	n/a	300%

**Table II.15**  
**Goal: Public Services – Accessibility**  
 Los Angeles Urban County  
 2013–2018

Outcome/ Objective Statement	Activities	Five-Year Funding	Goal Outcome Indicator	Units	Five- Year Goal	2013	2014	2015	2016	2017	% Planned
<b>Priority Need Addressed: Public Services</b>											
Availability and accessibility for the purpose to create suitable living environments.	Employment and other training programs, food and essential services, health and medical programs, family services, recreation programs, and volunteers programs will be funded to contribute to the well-being of individuals, families, and neighborhoods.  CDBG non-profit organization capacity building will also be funded to assist public and non-profit organizations to increase their capacity in carrying out these activities.	CDBG: \$2,500,00	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	15,000	3,000	3,500	4,000	4,206	n/a	98%

**Table II.16**  
**Goal: Public Services – Sustainability**  
 Los Angeles Urban County  
 2013–2018

Outcome/ Objective Statement	Activities	Five-Year Funding	Goal Outcome Indicator	Units	Five- Year Goal	2013	2014	2015	2016	2017	% Planned
<b>Priority Need Addressed: Public Services</b>											
Sustainability for the purpose to create suitable living environments.	Neighborhood clean-up programs will be funded to contribute to the well-being of low- and moderate income neighborhoods.  CDBG non-profit organization capacity building will also be funded to assist public and non-profit organizations to increase their capacity in carrying out these activities.	CDBG: \$100,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	65,000	13,000	13,000	13,000	13,655	n/a	81%

**Table II.17**  
**Goal: Senior Services and Centers**  
 Los Angeles Urban County  
 2013–2018

Outcome/ Objective Statement	Activities	Five-Year Funding	Goal Outcome Indicator	Units	Five- Year Goal	2013	2014	2015	2016	2017	% Planned
<b>Priority Need Addressed: Senior Programs</b>											
Availability and accessibility for the purpose to create suitable living environments.	General senior programs, information and referral programs, food and essential services, recreational programs, and the construction and improvement of senior centers will be funded so elderly residents can live as independently as possible.	CDBG: \$2,000,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	20,000	4,000	3,776	3,942	4,342	n/a	80%
	CDBG non-profit organization capacity building will also be funded to assist public and non-profit organizations to increase their capacity in carrying out these activities.  Under the Goal Outcome Indicator "Other," one (1) senior center (HUD Code 03A) may be constructed or improved during the five-year period.		Other	Other	1	0	1	0	0	n/a	100%

**Table II.18**  
**Goal: Youth Services and Centers (Including Child Care)**  
 Los Angeles Urban County  
 2013–2018

Outcome/ Objective Statement	Activities	Five-Year Funding	Goal Outcome Indicator	Units	Five- Year Goal	2013	2014	2015	2016	2017	% Planned
<b>Priority Need Addressed: Youth Programs</b>											
Availability and accessibility for the purpose to create suitable living environments.	General youth services, arts and education programs, health and nutrition services, mentoring and counseling programs, recreation programs, child care services, and the construction and improvement of youth and child care centers will be funded to provide youth with appropriate health, recreational and other services that help them to develop into well-rounded, well-adjusted and independent adults. CDBG non-profit organization capacity building will also be funded to assist public and non-profit organizations to increase their capacity in carrying out these activities. Under the Goal Outcome Indicator "Other," one (1) youth center (HUD Code 03D) or childcare center/facility for children (HUD Code 03M) may be funded during the five-year period.	CDBG: \$2,750,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	8,000	1,600	2,730	1,900	2,090	n/a	104%
			Other	Other	1	0	0	0	0	n/a	0%

## G. SUMMARY OF PROJECTS (AP-35)

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The proposed projects identified in **Volume II** summarize the County's eligible activities to be undertaken with CDBG, HOME, and ESG funds in FY Fiscal Year 2016–2017. The projects are outlined in detail on the individual project summary pages. Each proposed project includes an activity summary, the proposed accomplishment, the national objective and HUD eligibility citation; the priority need that will be addressed; location of the activity and service area, as applicable; and the estimated cost. Unless otherwise noted, the target date for completion for all CDBG-funded projects is June 30, 2016. In IDIS, all these projects are rolled up into three (3) separate projects as follows: (1) CDBG, (2) HOME, and (3) ESG. However, Volume II provides specific activities under each larger IDIS project.

## H. PUBLIC HOUSING IMPROVEMENTS AND RESIDENT INITIATIVES (AP-60)

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The Housing Authority of the County of Los Angeles (HACoLA), through the Resident Initiatives program, assists individual residents to achieve self-sufficiency through literacy, job training, job placement, and various supportive services. Many of these support the economies of public housing developments as well as the surrounding communities. The Resident Initiatives program also provides youth in our public housing developments with literacy and recreational programs to promote the values of teamwork, personal development, and achievement.

The following activities are provided year-round:

**Educational Partnerships:** HACoLA's Educational Programs builds and coordinates productive partnerships with educational institutions. The program supports the residents in a variety of ways including English as a Second Language (ESL) instruction, homework assistance, arts & crafts activities, etc. HACoLA fosters new partnerships that are committed to providing educational resources, program delivery and needs-based solutions to housing communities. Students are able to receive real-life experiences in a variety of fields including: after-school education, social services, criminal justice, the arts, human resources, information technology, and various fields of research.

**Family Learning Centers:** In 1988, the CDC established the first Family Learning Center (FLC) to address the need for education, literacy, and after-school programming in public housing. This commitment to education and accessibility for youth and adults helped establish a variety of learning centers across the County's large family housing developments including: Carmelitos, Harbor Hills, Nueva Maravilla, and South Los Angeles. Almost 20 years later, the FLCs provide after-school programs, adult education, training, and other educational classes. In its continuing support of education, the CDC increased the technological capacity with new computers and high-speed internet access, to ensure that FLCs have the ability to prepare youth and adults for the 21st century.

**Resident Opportunities and Self-Sufficiency Service Coordinators (ROSS-SC) Program:** The ROSS Service Coordinators (ROSS-SC) funds staff to coordinate and expand social and human services to all public housing residents residing at various conventional public housing sites. Coordinators provide supportive services to youth, families, seniors, and residents with disabilities within the public housing communities including youth development, education and literacy, resident empowerment, senior services, and workforce development.



HACoLA was awarded the 2015 Public Housing-Family Self-Sufficiency (PH-FSS) grant in the amount of \$690,000 to fund 10 coordinator positions for the Public Housing and HCV programs. The program provides critical tools and supportive services to foster a resident's transition from financial and housing assistance to economic and housing self-sufficiency.

For its Section 8 program, HACoLA currently has 144 participants, 38 of which have active escrow savings accounts. The program provides critical tools and supportive services to foster a resident's transition from financial and housing assistance to economic and housing self-sufficiency. For the 2014 FSS NOFA, HUD combined the PH and HCV programs into one streamline funding. HACoLA was awarded funding in the amount of \$684,245 which covers 10 positions. This grant began January 2015 and allows HACoLA to increase supportive services for participants.

To support this effort, marketing materials have been developed to outreach and further promote the program's requirements and benefits to all public housing residents. For families that are eligible to participate, a Contract of Participation (COP) is prepared to govern the terms and conditions of their participation and an Individual Training Service Plan (ITSP) is created that outlines the following: supportive services to be provided, activities to be completed by the participant, and agreed upon completion dates for the services and activities. The COP is valid for five years and may be extended to allow the family to meet their ITSP goals.

Once the COP is established and the family experiences an increase in tenant rent as a result of earned income, an escrow account in their name is established. Escrow accounts will be disbursed to the family once the family has graduated successfully from the program. In the event the family terminates its participation in the FSS program, or their housing assistance is terminated before successful completion of the program, their escrow account will be forfeited.

**Capital Fund Program for Public Housing:** HACoLA uses the Capital Fund Program (CFP) to provide for rehabilitation, repair and physical improvements of county-owned public housing developments as well as management improvements. The program operates on a Fiscal Year beginning July 1 to June 30. Through CFP, housing authorities across the country receive a formula allocation amount based on unit count, size, and need. HACoLA is receiving approximately \$4,793,396 in CFP funds for FY Fiscal Year 2016–2017.

The CFP program requires that a physical and management needs assessment is done every 6th year, in which work items are identified and prioritized. It is not unusual to have more needs than can be reasonably funded over the next 10–20 years.

A Five-Year Plan is then developed to identify which projects, across the county, will be funded in years one through five. Emergency work items and those required by statute take priority over other needs and are funded in the first year, provided funding is available. The remaining work items are identified based on need and available funding. Any remaining work items that are not included in the Five-Year Plan are carried over for consideration in the next needs assessment. Major work items may require funding for multiple years.

HACoLA rehabbed the following housing sites with CFP funds during FY 2015-2016:

- Century Wilton Kitchens Phase II
- Marina Manor Exterior Painting for Beams/Railings/Replace Awnings
- Marina Manor I & II Unit Flooring

- Southbay Gardens Fire Alarm and Lighting
- Harbor Hills Unit #401 Rehabilitation
- 90<sup>th</sup> Street Unit Rehabilitation
- Orchard Arms Lighting
- Westknoll Senior Public Housing Roof
- Harbor Hills Ironwork and Crawl Space Doors
- Century and Wilton Site Improvements Phase I
- Carmelitos Family Sidewalk Repair (ADA)
- South Scattered Sites Unit Rehabilitation
- Rosas Elevator Pit Repair
- Nueva Maravilla Community Center and Site Improvements
- Orchard Arms Elevator Modernization
- Quartz Hill Kitchen Remodel
- Scattered Sites Closed Caption Television
- Palm Senior Public Housing Roof
- Orchard Arms Flooring

CFP actions for FY Fiscal Year 2016–2017 are consistent with the County’s assessment of low-income housing needs as evidenced in the Consolidated Plan.

For FY 2016-2017, HACoLA will utilize CFP funds to complete ADA upgrades, kitchen rehabilitation, roof repair, flooring, sidewalks and parking lot rehabilitation and door replacement at various housing developments.

## **CDC ONE-FOR-ONE REPLACEMENT PLAN 2016–2017**

Through our annual planning process, the Commission assesses the anticipated number of lower-income dwelling units that will be demolished or converted to another use in the next fiscal year.

For planning purposes, it is assumed that any residential acquisition project will result in the displacement of lower-income households and that those dwellings will be demolished or converted to another use. It is also assumed that any identified units are occupied by lower-income persons and that all will be demolished or converted to a use other than lower-income housing. The goals in the proposed One-for-One Replacement plan correspond to what is estimated the budget in each funded project could accomplish.

This section identifies specific housing development projects in the Urban County that will supply newly constructed low-income replacement dwellings that will be available for occupancy during this same fiscal year. The number of anticipated replacement units will exceed the number of demolished or converted dwellings to ensure compliance with the One-for-One Replacement obligations. The Commission has selected replacement dwellings that, as a condition of funding, will remain affordable for at least ten (10) years as established in the development agreement(s) between the developer(s) of the identified replacement units and the County of Los Angeles.

Table II.21 on represents the CDC’s replacement plan.

**Table II.19**  
**2016-2017 Replacement Plan**  
 Los Angeles Urban County

Displacing Activity	Project #	Units		
Due to severe reductions in funding, no acquisition, demolition, or displacing rehabilitation projects have been planned for FY 16-17. However, site specific acquisition opportunities which result in a displacing activity may be identified and subsequently initiated during the program year, if funding is available. For this reason, this plan will only identify that one unit may be displaced in FY 16-17. New acquisition activities funded during the year will be public noticed and will identify the number of displaced households, if any.	No projects funded at this time.	1		
Replacement Housing	Total Demolished or Converted			1
	Address	Funding Source	Term of Affordability	Units
Cedar Springs	1350 3 <sup>rd</sup> St', La Verne, CA 91750	HOME, Homeless Service Center Funds	57 Years	35
Tiki Apartments	7302 Santa Fe Avenue, Huntington Park, CA 90255	HOME, Housing Service Center Funds	55 Years	25
Total Low-Income One-for-One Replacement Dwellings				60

Additional information on the location of funded displacing activities is provided in the project specific pages in Volume II of the One-Year Action Plan or will be amended into the plan if funding is allocated during the fiscal year. Residents of dwellings identified within the areas shown on the following maps or in other unincorporated communities where properties are acquired for projects assisted with federal funds may be relocated.

The actual addresses where the demolition or conversion of units may occur have not yet been determined but this will be published in the Consolidated Annual Performance and Evaluation Report when that is known. The actual number of the acquired lower-income dwellings that were demolished or converted including the addresses, bedroom size, and location on a map and the

completed replacement dwellings available for occupancy this fiscal year as identified in this One-for-One Replacement Plan will be reported in the Consolidated Annual Performance and Evaluation Report to meet federal compliance responsibilities. The report will confirm that the number of low-income units constructed annually by the Commission and developers participating in our programs exceeded the number of units demolished or converted to a use other than lower-income housing.

The following pages include maps of the Maravilla, Willowbrook, and West Altadena Community Revitalization Areas in which displacement activities may occur.

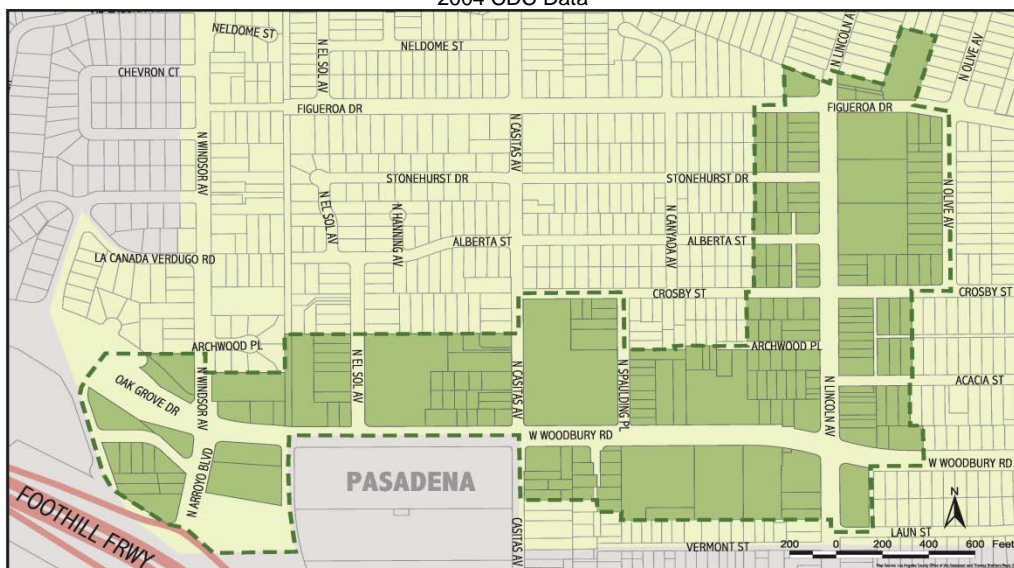
**Map II.4**  
**Willowbrook Community Revitalization Area**  
 Los Angeles Urban County  
 2004 CDC Data



**Map II.5**  
**Maravilla Community Revitalization Area**  
 Los Angeles Urban County  
 2004 CDC Data



**Map II.6**  
**West Altadena Community Revitalization Area**  
 Los Angeles Urban County  
 2004 CDC Data



## **I. HOMELESS AND OTHER SPECIAL NEEDS ACTIVITIES (AP-65)**

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### **INTRODUCTION**

As the lead agency for the LA CoC, LAHSA works closely with the County and CoC housing and service providers to ensure that homeless and other special needs activities address the unique barriers of these populations.

### **ONE YEAR GOALS AND ACTIONS TO REDUCE AND ENDING HOMELESSNESS**

The Los Angeles CoC has developed and is refining the LA Coordinated Entry System for families, individuals and youth to ensure a systematic prioritization and matching process so that the most service intensive resources are maximized by going to the people who are in the greatest need. The LACoC's one-year goals include continued implementation of CES and ensuring that CES is a fully-functioning system such as: recruiting additional housing providers; working through the logistics of aligning housing providers' eligibility and entry criteria work with CES; and resolving technological issues. As of mid-2015, Home For Good and its partners have focused on establishing a structure for the Los Angeles CES which covers an enormous geographic area and involves a large set of stakeholders. The LACoC will continue to expand a CES for individuals county-wide within specific regions for each service planning area as outlined in Question 2 of this section. In addition, CES for youth is currently in progress. Toward the end of 2014 and the beginning of 2015, LAHSA met with community stakeholders to solicit input through focus groups with youth, providers, and public system stakeholders to solidify youth CES pilot components through condensed community planning processes. The Youth CES Pilot launched in November 2015, and aims to begin scaling-up beginning mid-2016. LAHSA will also continue to collaborate with housing and service providers to expand on the Home for Good Plan to develop ten place-based community plans aligned with the Federal Strategic Plan while aligning efforts with HUD's prioritization notice. See AP-85 for further details.

On an annual basis LAHSA operates the Winter Shelter Program (WSP), which adds more than 1600 overnight emergency shelter beds during the 2015-16 Winter Shelter Program season. In the 2015-2016 Program year seventeen programs at locations throughout the City of Los Angeles will provide 1,416 beds to protect unsheltered homeless persons during the cold and rainy season. The WSP program provides overnight shelter, meals and bathroom/shower facilities and attempts to engage homeless persons in case management to assess their homeless history and current needs and work to place them in appropriate longer-term emergency shelter or transitional housing programs so that they can work towards regaining their permanent housing. LAHSA will continue to operate the Winter Shelter Program during the Winter Shelter season.

LAHSA will continue to utilize its Homeless Services Department's Emergency Response Team (ERT) as one strategy to outreach and assess the needs of the unsheltered homeless individuals and families.

In 2015, the ERT continued to work with the City of Los Angeles Department of Public Works-Bureau of Street Services and Los Angeles Bureau of Sanitation Project Clean Streets to ensure encampment dwellers receive access to shelter and related services. To date in 2015, the ERT responded to 1,002 encampment locations in the City of Los Angeles. The City and County



Expansion of LAHSA's ERT program in 2015 gave the teams the opportunity to increase geographic outreach, the depth of outreach coverage in regions, improved access to services and emergency housing, immediate access to resources and improved coordination of services leading to permanent and supportive housing through the Coordinated Entry System (CES) Program. The 2015 City of Los Angeles Innovation and Performance Commission elected to fund the LAPD Central Division/LAHSA ERT outreach pilot program with the purpose of identifying and assisting homeless encampment dwellers in the Skid Row area of Los Angeles. The goal is to provide intervention and immediate services/referrals to chronically homeless persons experiencing serious health, disabling conditions, and compromised by challenges that limit their ability to access services. The ERT's participation in the Innovation Fund Pilot Program is in addition to their continuing participation in Operation Healthy Streets in Skid Row.

ERT is conducting special purpose outreach projects for Los Angeles City Council Districts 15 and 9. The 2015 Council District 15 and upcoming 2016 Council District 9 outreach programs provide for targeted outreach in those districts in collaboration with local service providers.

In 2015, the ERT joined LAPD Olympic Division, LA City Attorney's Neighborhood Prosecutor Program and local service providers in the HOPE PROJECT, a special outreach and direct services program for encampment dwellers residing in the LAPD Olympic Division district. A subsequent outreach project is also active in Rampart Division and LA City Attorney's Neighborhood Prosecutor Program and local service providers. Effective December 2015, the ERT is working with DMH Emergency Outreach Bureau on a special monthly outreach project for Los Angeles Public Library (LAPL) Central Branch in downtown Los Angeles. They will continue to coordinate throughout 2016-17.

## **ADDRESSING EMERGENCY SHELTER AND TRANSITIONAL HOUSING NEEDS**

The LAHSA currently utilizes CDBG, Emergency Solutions Grant (ESG) and city general funds to fund the operation of 2,289 emergency shelter beds and 3,653 transitional housing beds in the City of Los Angeles serving individuals and families, including transition age youth (TAY). Programs serving families will continue serving this population throughout the 2016-2017 program year. LAHSA in collaboration with the city and community stakeholders are continuing to work to redesign the shelter system for single individuals and youth to align shelter resources with the Coordinated Entry System. LAHSA released a Request for Proposal which included crisis housing services for Transition Age Youth.

Under the 2015 Continuum of Care Program Competition, in alignment with HUD priorities, HUD is emphasizing permanent supportive housing and rapid rehousing models. LAHSA is working with and will continue to work with transitional housing projects that were reallocated to assist with project plans and potential alternate funding such as Bridge Housing. Some emergency shelters and transitional housing programs are designed to focus their services to the needs of specific populations such as chronically homeless persons, families, TAY, veterans, persons with severe mental health disorders or substance abuse histories or those suffering from dual or multiple co-occurring disorders.

At the end of 2015, LAHSA convened transition age youth and domestic violence service providers to obtain recommendations on best practices for future planning efforts for Emergency Shelter and Transitional Housing providers. The purpose of the meetings was to assist providers with policy and

programmatic collaborative efforts, distribute program information including program challenges and achievements. LAHSA will also issue a Request for Proposals (RFP) for the Winter Shelter Program in the spring of 2016 to select program operators for the 2016-17 WSP program. Through the 2016 Winter Shelter year, the Winter Shelter Program has enacted extra services and planning efforts for El Nino. LAHSA developed weather- activated emergency shelters that operate during extreme weather conditions.

## **HELPING HOMELESS PERSONS MAKE THE TRANSITION TO PERMANENT HOUSING AND INDEPENDENT LIVING**

The LACoC will continue to focus on designing and implementing significant changes to the homeless delivery system throughout the 2016-2017 program years.

To help homeless families make the transition to permanent housing and shorten their time of homelessness, LAHSA is leading the CoC in working to continuously improve the existing Family Solutions System. Now in its third year, HFSS has significantly increased the integration of programs throughout a community and provided families who experience homelessness the best opportunity to receive services in their own local community that rapidly get them back into stable, permanent housing. In 2014-2015, LAHSA partnered with the LA County DPSS to re-program funds within the FSS to expand eligibility, provide Rapid Re-housing funds and create two new Family Solutions Centers in SPA's 7 and 8.

In 2014, LAHSA and the City and County of Los Angeles expanded the Homeless Family Solutions System (FSS) for families through a countywide procurement process that provided funding for services in all eight (8) SPAs. Through regionally located Family Solutions Centers (FSC), the system actively connects homeless families to landlords and other permanent housing opportunities, including affordable housing and permanent supportive housing, to shorten the family's length of homelessness and stabilize housing as rapidly as possible. The FSCs assist families to identify and apply for appropriate housing options and provide the financial assistance necessary to secure that housing. Shelter and FSC staff assist families identify local community based resources which can be leveraged by the family in case future events threaten housing stability in an effort to ensure that formerly homeless families do not become homeless again. In addition to the services available through the HFSS, the System has relationships with mainstream resources such as the Department of Public Social Services, the Department of Children and Family Services, the Department of Mental Health, and the Department of Health Services to ensure that families are receiving the maximum level of benefits needed to maintain stable housing.

The FSS implemented a new standardized assessment process which included the adoption of the VI-FSPDAT, a heavily validated, evidence based triage tool. The tool was implemented in July 2015 with the tool's actual creator training FSS staff on its utilization. The system was also awarded \$2 million to pilot a homelessness prevention program which launched in December 2015 and will continue in 2016.

The CoC is actively trying to achieve target of rapidly rehousing families within 30 days of becoming homeless on the street or entering shelter. The CoC has adopted a Housing First approach to providing services to homeless families and as such have streamlined eligibility and documentation requirements. Families are targeted to permanent housing programs which will best meet a family's needs and as such referral processes have also been streamlined as well with



subrecipients utilizing the eligibility documentation and assessment information obtained at the initial assessment by the FSCs. This approach has reduced the length of time required to enroll a family into a rapid rehousing program.

ESG and CoC subrecipients funded with rapid rehousing dollars are required to maintain an extensive network of landlords which will work with the CoC's rapid rehousing programs as well as Section 8, other CoC funded permanent housing programs, and other long-term housing subsidy programs. During the 2015-2016 contract year, the average time from assessment to moving into permanent housing was 52 days which was a significant decrease from previous years when rapid rehousing assistance was not available. For 2016-2017, LAHSA and subrecipients are looking for creative ways to increase access to rental units despite a highly competitive market including utilization of a model similar to master leasing. Some subrecipients have implemented Landlord Partnership Programs designed to increase landlord participation in the effort to end family homelessness. Subrecipients and LAHSA also regularly attend local property owner's association meetings. LAHSA is planning to continue working with local government offices, including Housing Authorities, Community Development Commissions and the Board of Supervisors to address not only the lack of available housing stock but the dearth affordable housing as well. The Board of Supervisors recently approved an annual investment of \$100 million for the creation and rehabilitation of affordable housing in the County.

To augment the HFSS, homeless service providers offer on-site and/or direct connections to supportive services which are designed to assist homeless families increase income and life skills to assist them in maintaining stable, permanent housing for the long-term. In addition, the Department of Mental Health, the Department of Public Health, and the Department of Public Social Services have outstationed staff at each of the FSC sites to assist families in addressing their challenges to securing and retaining permanent housing.

In 2016-2017, LAHSA will continue to work with LACoC stakeholders to expand a Coordinated Entry System (CES) for individuals' county-wide. System-level performance measures have been developed and LAHSA is working with agencies to track and report on these system-level outcomes from HMIS.

In 2014, CES was expanded in two stages, first in regional pilots and then, with grant support from Home For Good's Funders Collaborative, scaled to the entire county. Home For Good also set up the planning and policy structure of the CES by bringing together city and county PHAs, public agencies, and private funders. As of mid-2015, LAHSA in coordination with Home For Good and its partners have focused on establishing a structure for the Los Angeles CES which covers an enormous geographic area and involves a large set of stakeholders. Particular emphasis has been placed on developing the infrastructure for the system and implementing a systematic approach to assessment that identifies the highest-needs people. Since coordinated entry is a system, rather than a new "project" or "resource," providers have not all embraced putting time, energy, and resources into it.

In 2016-2017, the next phase of work will focus on ensuring that CES is a fully-functioning system, such as: recruiting additional housing providers; working through the logistics of aligning housing providers' eligibility and entry criteria work with CES; and resolving the technological issues. In the recently released RFP, permanent supportive housing will be dedicated to our most vulnerable homeless residents and it supports them to be able to get off the street and into housing as quickly as possible.

The CES for individuals will continue to coordinate and prioritize permanent supportive housing and housing subsidy vouchers and certificates for the chronically homeless and veterans while connecting single homeless persons to their recommended housing interventions as informed by the community's selected coordinated assessment tool. Recommended housing interventions include permanent supportive housing or other permanent housing, rapid re-housing, and affordable housing. Each lead agency for each SPA community will expand partnerships in order to ensure coverage within the wide and vast sub-regions within their communities. Through such coordinated efforts, clients will continue to be prioritized by their vulnerability and acuity in order to ensure that the limited stock of permanent supportive housing is matched to the person most in need while maintaining fair housing regulations. CES processes will continue to quickly and accurately assess and match homeless individuals to the appropriate housing and services regardless of where they are located within Los Angeles City or County. Additionally, in order to prevent returns to homelessness, CES lead agencies will track and report one year housing retention outcomes.

LAHSA launched a Youth CES Pilot in November 2015 in one community (Hollywood, SPA 4), and aims to begin scaling-up to four other SPAs beginning mid-2016, pending evaluation results from the first quarter of the pilot. Youth CES targets transition age youth, ages 16-25, who are experiencing homelessness and housing instability. The system aims to streamline the process to 1) provide safety and support for youth in crisis; 2) get youth off the street as quickly as possible; and 3) prevent homeless youth from becoming chronically homeless adults.

Through the Pilot, LAHSA is developing standardized tools, start-up procedures, and operating policies in partnership with the participating service providers and public agencies. The standardized screening tool provides an initial triage to one of three main recommendations: 1) diversion and support services only; 2) short term housing with support services; or 3) long term housing with support services. This tiered system allows for youth to be matched to the existing housing inventory for youth in LA County.

As Youth CES progresses, LAHSA is facilitating a continuous process for improving and expanding Youth CES based on data and lessons learned.

## **HELPING LOW-INCOME INDIVIDUALS AND FAMILIES AVOID BECOMING HOMELESS**

As noted above, LAHSA works closely with the Los Angeles County Department of Children & Family Services (DCFS), Department of Health Services (DHS), Department of Mental Health (DMH), and the Los Angeles County Sheriff's Department who all have requirements stipulated by State law or County regulations requiring effective discharge planning and specific transition plans to ensure that individuals and families are not discharged into homelessness.

In order to prevent homelessness for individuals discharged from publicly funded institutions and systems of care, CES will expand partnerships to include recuperative care centers in order to quickly aid a homeless person who is discharged from a hospital anywhere in Los Angeles County to stable housing. This vulnerable sub-population will be assessed with the same coordinated assessment tool in order to prioritize the chronic homeless for permanent supportive housing and match persons to the appropriate housing intervention once their physical health has stabilized. Additionally, a coordinated assessment tool for specific discharges from hospitals, institutions, and corrections programs will be piloted in 2015 with the Corporation for Supportive Housing and United Way in order to better assess and match this homeless sub-population for CES.

In 2015, for Youth CES, LAHSA met with community stakeholders including health care and mental health facilities, DCFS and other youth facilities to identify challenges in youth being discharged from publicly funded institutions and systems of care. LAHSA has worked to solicit input through focus groups with youth, providers, and public system stakeholders to solidify youth CES pilot components through condensed community planning processes. Since that timeframe, input gained from youth and stakeholders has informed planning and implementation logistics and the Youth CES implementation phase is currently in place.

The Youth CES Pilot began in November 2015 in Hollywood and will continue through 2016. Using a progressive engagement approach in street outreach, at drop-in centers, and in partnership with the McKinney-Vento liaison at one of the local high schools, youth who express a desire to speak with someone about housing will be delivered a screener that recommends prioritization for: 1) diversion and support services only; 2) short-term housing with support services; OR 3) long-term housing with support services. The screening tool to be used adds questions to screen for DCFS housing resources to the Next Step Tool for Homeless Youth, which developed by OrgCode and their partners. Through regularly held Care Coordination meetings, youth will be matched to transitional housing beds and supportive housing units as they become available. Regardless of which screening recommendation the youth receives, the provider will support the youth in identifying goals across the four core outcome areas described in the USICH youth framework, which the community supported: 1) housing stability; 2) education and employment; 3) health and well-being; and 4) cultivating supportive relationships. These lessons learned will be implemented throughout the pilot. A Learning Community is being developed and during the course of the pilot, LAHSA will continue to share lessons learned locally and nationally, along with tools that were utilized and the outcomes.

Diversion to housing and services outside of the traditional homeless services system is an integral part of the both the HFSS and CES. One of the first interventions is to determine if there are other housing options available to the household rather than accessing shelter through the homeless system. For example, family or friends that the client may be able to stay with while stabilizing their housing situation; which may be more beneficial for the household and simultaneously reserves homeless shelter resources for those with no other options.

For those households with low to moderate barriers to housing, rapid rehousing assistance in the form of move-in assistance and short term rental subsidies may be all that the household needs to regain and maintain their permanent housing. Implementation of standardized assessment that identifies the level of barriers to housing and targets the type of service intervention that best addresses those barriers will enable the LA CoC to reduce the amount of time that an individual or family is homeless and increase their ability to maintain their permanent housing.

The development of standardized systems of assessment and coordinated access to housing and services are also being built upon these principles of diverting homeless persons from involvement in the homeless shelter system whenever possible, prioritizing limited housing resources such as permanent supportive housing for those individuals most in need of this level of support, and rapid re-housing assistance for clients assessed as being able to regain and maintain their housing with short term assistance.

The System is prioritizing housing need and coordinating care through a uniform, culturally competent assessment based on the “Housing First” model. The multi-level team approach allows for lessons learned on the ground to be quickly reflected in technological improvements and policy

alignment. It also ensures policies established through this effort support and streamline the work taking place at the client level.

The greatest challenge the LACoC faces in successfully implementing these systems change activities underway is the severe and persisting lack of affordable housing within Los Angeles City and County. In September 2015, there was a motion declaring a state of emergency due to an unprecedented and growing homeless crisis. Recently, there has been an increase in funding to address homelessness in Los Angeles. At the end of 2015, a motion was submitted instructing the City Administrative Officer and the Chief Legislative Analyst to develop a report to the Council for a multi-year spending plan to reduce homelessness in the City of Los Angeles by committing up to, but not limited to \$100M. The County has also promised to commit \$100M toward the crisis.

Due to the increased funding being dedicated toward homelessness, in 2016-2017 LAHSA will work with the City and our other CoC partners to strategize on how this funding can be allocated to specifically address this issue.

### ***Chronic Homelessness***

To assist communities in the challenging task of successfully targeting very limited resources, LAHSA will continue to partner with the United Way of Greater Los Angeles to end chronic and veteran homelessness in the Los Angeles CoC.

As outlined above this work includes facilitating SPA-wide meetings of service and housing providers to accurately determine the needs (and assess local capacity and gaps) of the chronically homeless as well as those of HUD's three other priority populations (veterans, families, youth). This outreach effort will also focus on incorporating leading best practices and is intended to protect the collective best interest of the Los Angeles CoC.

Utilizing a technical assistance grant from HUD, LAHSA will continue to work with Enterprise Community Partners, Corporation for Supportive Housing and HUD to increase the number of permanent supportive housing projects in the Los Angeles CoC – Pathways to Permanent Housing, as the project is called, has two phases. Phase One is focused on the transitional housing programs in the Los Angeles CoC that serve single adults and veterans. The goal is to target these programs first to align with the Federal Strategic Plan to End Homelessness and the Home for Good Plan in the LA CoC to end chronic and veteran homelessness within the next five years. Phase Two will focus on transitional housing programs in the Los Angeles CoC that serve families and transition age youth.

Chronic homelessness is a solvable problem. There are promising new programs and housing models that prove this to be true. Chronically homeless people are the highest users of costly public services such as emergency medical care, psychiatric treatment, shelters, and law enforcement. Nationally, HUD has documented that the chronically homeless make up only 10% of the homeless population yet consume more than 50% of these resources. Thus strategically focusing on ending chronic homelessness is tremendously cost effective. By concentrating on the chronically homeless, we are also serving the County's most vulnerable populations, including people with mental health and/or substance abuse issues, veterans, seniors and former foster youth.

Additionally, the Los Angeles CoC has partnered with the Housing Authorities, United Way's Home for Good Collaborative, the County's Departments of Mental Health, Health Services, and LAHSA to leverage funding and technological resources. HMIS collects data on persons that have been

screened using the VI-SPDAT & prioritizes those with the highest acuity of need and who have longest history of homelessness. In addition, the Veteran Dashboard is being used to track Permanent Housing placements, inflow and resource utilization rates to accelerate progress toward ending veteran chronic homelessness. Currently, we are beginning the development of a Chronically Homeless CES Dashboard to better understand inflow & placement rates among this population and to continually assess & refine local CES to more quickly end chronic homelessness. In this year's application we reallocated \$14 Million from TH & SSO to PSH and RRH. Additionally, there is an intensive City and County strategic planning process with \$100M from City of LA and \$101M from County of LA being dedicated. Finally, the Hilton Foundation is funding TA to research the inflow into chronic homelessness & inform our planning efforts. These activities will continue through the 2016-17 Program year.

### ***Discharge Coordination Policy***

January 2005, the Los Angeles County Board of Supervisors adopted a policy of “zero tolerance” for discharging individuals from any County institution or facility or any County-sponsored program (where applicable) to homelessness. A working group led by the Chief Administrative Office and comprised of the County Departments of Children and Family Services (administering foster care), Health Services (DHS) (including Drug and Alcohol programs), Mental Health (DMH) and Sheriff's Department (administering the jail system) developed cross-Departmental Discharge Protocol Guidelines. In addition to standards shared by all Departments, the Departments also have individualized standards tailored to their own needs.

Through the County of Los Angeles Homeless Initiative, Discharge Planning Guidelines is Strategy A2. LAHSA will be working closely with Health Services, DCFS and other relevant institutions to develop effective discharge planning to prevent discharging individuals from falling into homelessness. These planning efforts will continue through the 2016-17 Program Year.

The table below shows the CoC discharge planning policy chart. The County's homeless prevention and discharge policies recommendations are included in **Appendix J**.

<b>Table II.20</b> <b>CoC Discharge Planning Policy Chart</b> Los Angeles CoC 2014 LAHSA Data							
<b>Institution(s) or System(s)</b>	<b>None</b>	<b>Initial Discussion</b>	<b>Protocol Development</b>	<b>in</b>	<b>Formal Protocol Finalized</b>	<b>Formal Protocol Implemented</b>	
Foster Care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Health Care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Mental Health	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Corrections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>	

### ***Foster Care***

California Welfare and Institutions Code §303 ensures that youth are not discharged into homelessness. At the time of a youth's emancipation, LA County Department of Children and Family Services' (DCFS) social worker assists in completing a transitional plan which includes securing housing, so that emancipation occurs properly pursuant to the Code. California law AB1331 also requires Counties to submit SSI benefit applications for foster youth before exiting from foster care.

CoC resources include: transitional housing (TH), housing with supportive services, subsidized housing, living with friends/roommates, market and affordable housing. These programs are funded by the state, LA County Independent Living Program, Title IV-E Foster Care Funds. California law AB12 extends foster care from age 18 to 21. The law allows California to establish relative guardianship programs with federal funding, and created other new placement options: THP Plus Foster Care and Supervised Independent Living Placement.

The discharge process from public systems involves identifying family/friends where youth may live temporarily or permanently. Diversion at discharge is critical to ensure the CoC's limited resources are used for those with literally no other options. Title IV-E Foster Care Funds, City and County General Funds are used to meet shelter and service needs for those with no other options. Programs include: Year Round Overnight Shelter with 313 beds for individuals and 41 units for families; Winter Shelter Program with 2,163 City and County overnight beds for individuals from 11/1 – 3/1; the Homeless Family Solutions System provides emergency shelter using hotel/motel vouchers and rapid CM for homeless families during the winter. The CoC's Independent Living program provides 175 beds of TH for TAY funded by the Chaffee Foster Care Independence Act; Lastly, DPSS Emergency Shelter Services program provides 24 slots of emergency shelter for homeless families funded by TANF and County General Funds.

The stakeholders and collaborating agencies responsible for ensuring that persons being discharged from foster care are not routinely discharged into homelessness include: LAHSA, LA County Department of Children and Family Services (DCFS), County Probation and the County Family and Children's Court.

Additionally, through the County of Los Angeles Homeless Initiative, developing Discharge Planning Guidelines for youth is a County Strategy under Strategy A-4. LAHSA will continue to work collaboratively with relevant stakeholders and collaborators to develop guidelines on Family Reunification, connection to the Coordinated Entry System and other known best practices to develop and enhance Discharge Planning with the goal of preventing foster youth from being homeless upon discharge,

### Health Care

California law requires hospitals/hospital associations have protocols for homeless patients. Services include housing location, medical and support services. DHS requires clients exiting care receive the same. Social workers must develop plans to avoid discharge to homelessness. Housing options include nursing homes, family reunification, friends/roommates, PSH and affordable housing. LA Homeless Health Care provides training and resources to hospital social workers to improve discharge results. DHS' Access to Housing for Health requires the provision of case management and permanent housing to frequent hospital users with chronic conditions.

The stakeholders and collaborating agencies responsible for ensuring that persons being discharged from the health care system are not routinely discharged into homelessness include: LAHSA, LA County of Health Services (DHS), LA County Department of Mental Health (DMH), Local CoC Hospitals and their Associations.

Through the County of Los Angeles Homeless Initiative, there is also a Strategy on developing discharge planning guidelines for individuals exiting health institutions, Strategy A2. LAHSA plans

to collaborate with partner Health Institutions to develop discharge plans for the 2016-17 Program Year.

Additionally, creating partnerships for effective access and utilization of the Affordable Care Act services by persons experiencing homelessness has been identified as Strategy E3, under the County of Los Angeles Homeless Initiative. LAHSA plans to coordinate closely with Health Services and relevant partners to ensure a coordinated system. Also, to maximize the contribution of the Affordable Care Act to combating homelessness, LAHSA will be strengthening partnerships between agencies, health plans, County Departments, homeless services providers and policy advocacy to address gaps in services.

### *Mental Health:*

DMH has discharge procedures and processes for all levels of care including but not limited to acute care Hospitals, State hospitals and other locked facilities. Plans are tailored to meet individual needs and maximize local resources and include physical health care, mental health and substance use treatment, financial need, family involvement, access to services and housing. DMH links clients to community based mental health programs or full service partnerships to promote housing stability after discharge. Housing resources include independent living with rental assistance and/or moving assistance, family reunification, friends/roommates, permanent supportive housing (PSH), board and cares, and nursing homes.

In 2004, California enacted the Mental Health Services Act (MHSA) – currently DMH has \$12 million in MHSA Innovation funds allocated for 3 Integrated Mobile Health Teams to provide services to 300 homeless clients with mental illness to transition into and retain permanent supportive housing. As of October 2015, the DMH MHSA Housing Program has developed 2,254 units of affordable housing, 934 units dedicated to homeless clients with severe mental illness.

The stakeholders and collaborating agencies responsible for ensuring that persons being discharged from the mental health system are not routinely discharged into homelessness include: LAHSA, LA County Department of Mental Health (DMH), LA County Departments of Public Social Services (DPSS), Health Services (DHS), local CoC Hospitals and their Associations.

Additionally, through the Affordable Care Act Opportunities, Strategy E16, County of Los Angeles Homeless Initiative, there will be an emphasis on mental health services and institutions. LAHSA will be playing an active role on collaborating with Health Services, the Department of Mental Health, and other health agencies to connect homeless individuals to the appropriate services in bridging the gap in the health care delivery system. Planning and coordination efforts will begin and continue through the 2016-17 Program Year.

### *Corrections<sup>1</sup>*

LA County Sheriff Department's Community Transition Unit (CTU) prepares prisoners for reintegration by coordinating with other county depts. And local service providers to link them to community housing, education, employment, health care, benefit assistance, social work and mental health services. CTU provides CM to assist homeless parolees/probationers transition to stability

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<sup>1</sup> The “corrections” category refers to local jails and state or federal prisons.

prior to and during release. DMH assists homeless inmates with mental illness transition into housing and provides case management to build independence. DPSS identifies individuals scheduled for release who are eligible for mainstream benefits and works with DHS to ensure inmates discharged to hospitals are also enrolled for benefits. The California Workforce Investment Board directs inmates to one stop employment centers and links them to housing assistance. Housing resources include: supportive housing, flexible funds for short term subsidies, group homes, family reunification, friends/roommates, market rate and affordable housing.

The stakeholders and collaborating agencies responsible for ensuring that persons being discharged from Corrections are not routinely discharged into homelessness include: LAHSA, County Sheriff and Probation, DMH, and DPSS. Per the State's prisoner realignment program, effective 10-1-11, LA County is receiving the highest percentage of returning prisoners in California. To prepare, the County enacted a policy expanding collaborative case management and discharge services with County Probation and CBOs. CTRC's Temporary Inmate Housing Program provides beds for inmates who do not qualify for alternative custody options.

Through County of Los Angeles Homeless Initiative Strategy A4- Discharges from the Juvenile Probation, and E9- Discharge Data Tracking System, and D6- Criminal Record Clearing Project, all of these strategies are aligned to assist individuals exiting correction institutions from not being discharged into homelessness. LAHSA will be collaborating and leading with relevant institutions to address gaps in services and barriers to reentry through the 2016-17 Program Year.

## **OTHER SPECIAL NEEDS ACTIVITIES**

The CDC will also undertake annual actions to address the needs of special needs populations who are not homeless. For the purpose of this plan, special needs populations include those in the following seven (7) categories:

1. Elderly and the frail elderly
2. Neglected or abused children
3. Persons with physical or sensory disabilities (including mobility impaired, blind, deaf, or chemically/environmentally sensitive)
4. Victims of domestic violence
5. Persons suffering from mental illness
6. Persons with disabilities related to substance abuse and chemical dependency
7. Emancipated foster youth

Non-homeless special needs populations also include those with HIV/AIDS.

## **J. REMOVING BARRIERS TO AFFORDABLE HOUSING (AP-75)**

Barriers to affordable housing, combined with thin profit margins, explain why many developers choose not to build affordable housing. Such barriers also contribute to the reasons many property owners do not renew expiring rental subsidy contracts. Often, property owners instead choose to convert previously affordable units to market-rate sale or rental housing.



As the lead agency for housing and community development for the Urban County, the CDC is making a significant effort to identify housing problems and reshape its policies and programs to meet the community's needs in the coming years.

In the Consolidated Plan, the CDC identified three primary barriers to affordable housing:

- Current market conditions—such as increased land costs, high construction costs, construction liabilities, and lack of vacant and developable land—constrain the housing market and become barriers to affordable housing.
- Financing requirements, increasing interest rates, and lending discrimination make homeownership less attainable for low- and moderate-income households.
- Regulatory/policy measures (development fees, building codes, zoning, and the approval process) as well as environmental conditions (hillsides/slopes, fire hazards, flooding/mudflows, seismic hazards) create obstacles to developing affordable housing.

A central requirement of the *2014–2021 Los Angeles County General Plan's* Housing Element is that sufficient land, under the General Plan Land Use Policy Map, is allocated to accommodate the projected housing needs of the population. Through the Housing Element, the County can ensure that adequate affordable housing sites are identified and housing policies and programs are developed to address the County's projected affordable housing needs.

To address the barriers to affordable housing in FY Fiscal Year 2016–2017, the County will continue to implement the density bonus program and allow second units under certain circumstances to increase the supply of affordable housing for low and moderate households and senior citizens. In addition, the County will continue to reduce or exempt fees for affordable housing developers for minor modifications to conditional use permits or from payment of zoning and subdivision fees for their projects.

As mentioned above, the CDC has also established high priorities for fostering and maintaining affordable housing for the CDC's low- and moderate-income households. The four strategies developed by the County are: 1) expanding the supply of affordable rental and homeownership housing; 2) increase homeownership among low and moderate-income prospective homebuyers; and 3) preserve and improve the existing stock of affordable housing; and 4) ensure equal access to housing. To implement these strategies in Fiscal Year 2016–2017 and to support the County Housing Element, first-time homebuyer loans, housing rehabilitation, tenant-landlord counseling, fair housing, and the development of new affordable housing will be provided. In addition, the CDC will continue to provide infrastructure improvements to low- and moderate-income neighborhoods. Proposed housing and infrastructure activities to be undertaken during the Fiscal Year 2016–2017 program year are located in **Volume II** of the Annual Action Plan.

## K. OTHER ACTIONS (AP-85)

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Other actions the CDC will take in the following year are discussed in this section. The County, with CDC as the lead, also will be taking actions in the coming year to:

- **Address obstacles to meeting underserved needs,**
- **Reduce lead-based paint hazards,**
- **Reduce the number of poverty level families,**

- **Develop the institutional structure,**
- **Enhance coordination between public and private housing and social service agencies, and**
- **Conduct fair housing activities.**

## **ADDRESSING OBSTACLES TO MEETING UNDERSERVED NEEDS**

The Consolidated Plan documents that close to half of Urban County households experienced one or more housing problems in the 2005–2009 ACS, including housing cost burden, overcrowding, and inadequate housing. This figure was higher for minority racial and ethnic households, and large families. This indicates that these groups represent some of the most underserved groups in the Urban County. In response, a significant amount of the County’s housing resources is directed towards the development, rehabilitation, and preservation of affordable housing for large families. The proposed housing activities to be undertaken during the Fiscal Year 2015–2016 program year are located in **Volume II** of this Plan.

The lack of affordable housing in Los Angeles presents unique and difficult challenges for the LACoC, for example, according to the 2015 Homeless Count results, on any given night in Los Angeles County, 70% of the Continuum’s homeless population is unsheltered; seriously exacerbating the demand for affordable housing and permanent supportive housing.

In Los Angeles as in many other Continuum of Care, the need for housing and services for homeless persons far exceeds available resources. Due to this, the LA Continuum of Care has focused on the development, implementation and operation of coordinated engagement systems of care that are designed to meet the unique needs of individuals and chronically homeless persons, youth and families by right sizing interventions and matching clients to appropriate assistance resources according to their need. Coordinated assessment also allows the limited housing available to be targeted toward those with the highest acuity score and need.

Another obstacle Los Angeles faces is the drastic reduction in funding for developing new permanent supportive housing due to the near exhaustion of the State Housing Bond Programs, the elimination of California redevelopment agencies, and Congressional reductions of funding for federal housing programs. Permanent supportive housing remains the most precious commodity in the Continuum and due to LA’s vast homeless population; there continues to be a need for alternatives to new developments. The FSC and the CES will also assist the LACoC to look at housing gaps and needs and create centralized waitlists for the neediest families and individuals. Additionally, LAHSA has developed a housing and services gap analysis tool to identify gaps in housing and to quantify housing resources needed. This tool has served as a powerful advocacy tool for Permanent Supportive Housing, and was presented to the Homelessness and Poverty Committee which was successful in obtaining additional funding for Permanent Supportive Housing. This tool will continue to be used to strategically allocate funds throughout the 2016-2017 Program year.

In order for people to stay housed, supportive services are essential. As HUD CoC funding has prioritized housing, service providers have struggled to secure supportive services funding. The Los Angeles CoC is coordinating with the City and County’s CDBG and ESG funds to leverage funding for housing and supportive services. LAHSA is also aligning and connecting CoC and Consolidated Plan funded programs with other local resources such as United Way and the County DPSS. LAHSA will be realigning its CDBG and General Fund Shelter and Service programs to create more synergy

between housing and services and align activities with the HEARTH Act goals.

A critical component of assisting homeless families to become stabilized in housing is assisting them to increase their income. To this end LAHSA and the providers in the Family Solutions System have partnered with the LA County Department of Public Social Services (DPSS) to ensure that eligible homeless families utilize the training opportunities and job development support offered through the Greater Avenues to Independence (GAIN) program so that they may increase and stabilize their income at a level that allows them afford their housing.

LAHSA plans to continue building collaborative relationship with providers that can leverage and maximize supportive services coupled with Permanent Supportive Housing to ensure families and individuals have the supportive services necessary to assist them in securing and succeeding in employment.

Currently, 65% of participants in CoC-funded programs receive mainstream benefits at program exit. Online applications and services provided through MyBenefits.com have made it easier for Los Angeles residents to obtain public benefits. The County Department of Health Services is also automatically enrolling General Relief clients into the Healthy Way Los Angeles Program so that they will be eligible for subsidized Health Care. As has been mentioned above the LA CoC is creating coordinated assessment systems for families, single adults, and youth to help expedite connections to mainstream resources.

## **REDUCING LEAD-BASED PAINT HAZARDS**

Since September 14, 2000, the CDC has implemented HUD Lead Based Paint Regulations (Title X), which requires federally funded rehabilitation projects to address lead hazards. Recently, the CDC procured, through a Request for Proposals, the services of Certified Lead Consultants to conduct testing on all CDC existing loan and grant commercial and housing rehabilitation programs. The CDC entered into agreements with six (6) certified Lead Consultants. As directed, the Lead Consultants reviewed over 200 homes and commercial buildings for the presence of Lead-Based Paint during FY 2015–2016. Additionally, a Lead Abatement Program is offered to address hazardous materials including lead based paint, asbestos, mold, and other environmental hazards. This Program is also offered to first time homebuyers to assist in addressing lead based paint hazards at the close of escrow. The same Program will be implemented in FY 2016-2017.

Additional actions planned by the CDC to address lead-based paint hazards are explained in **Section IV** of the Consolidated Plan.

## **REDUCE THE NUMBER OF POVERTY LEVEL FAMILIES**

Many factors contribute to poverty, including a low level of education, a lack of job skills, a depressed regional economy, as well as a shortage of affordable childcare that prevents single parents from joining the work force. The Consolidated Plan contains an Anti-Poverty Strategy that describes how the CDC's goals, programs, and policies for producing and preserving affordable housing and community development activities contribute to reducing the number of poverty level families.

The CDC supports the State's overall anti-poverty strategy of moving low-income people to self-sufficiency in part by funding activities with CDBG, HOME, and ESG. The Commission consults

with many public, private, and nonprofit organizations to help ensure that its goals, programs, and policies for activities such as producing and preserving affordable housing are effectively coordinated to best reduce the number of poverty level families.

In Fiscal Year 2016–2017, the County will continue to support its job training programs and economic development activities to expand employment opportunities. In addition, the County will fund social service activities such as parenting classes, teen programs to advert involvement in illicit activities such as gangs and drug abuse, childcare programs, and education programs. These programs are aimed at preventing low- and moderate-income persons and families from falling into poverty. These actions are described in further detail in the Anti-Poverty Strategy in **Section VIII** of the Consolidated Plan.

## DEVELOPING THE INSTITUTIONAL STRUCTURE

State agencies, local governments, nonprofit organizations, businesses, and financial institutions, and other organizations help carry out numerous housing and community development-related policies and programs in the Urban County. The CDC values its partners and recognizes their vital contribution.

As lead agency for the Consolidated Plan, the CDC's focus on the institutional structure is a broad strategy of coordination, empowerment, and communication with the public, private, and nonprofit sectors. The CDC continues to foster greater cooperation and coordination of efforts with other local governmental agencies and has identified a variety of programs, services, and strategies suitable for the significant involvement of other County departments. Strengths and gaps regarding the institutional structure emerged from the focus groups, community meetings, and other research.

In the coming year, the CDC will continue to enhance the County's institutional structure by using cooperative strategies to fill gaps in the Urban County's housing and community development system, listed in the Strategic Plan of the Consolidated Plan. The CDC will also provide technical assistance and capacity building to agencies to increase their effectiveness in carrying out housing and community development activities.

Following the Federal Strategic Plan, *Opening Doors*, the LACoC has prioritized three key goals: ending chronic homelessness; preventing and ending veteran homelessness; and preventing and ending homelessness for families, youth, and children. As noted above, LAHSA requires all applicants for new CoC funding to allocate 100% of their units to the chronically homeless.

The LACoC will take a community approach to increase coordination and collaboration among service providers and local mainstream service agencies.

The CoC's most recent plan, Home for Good, was formally adopted in 2010 and the CoC's strategy will continue to evolve through development of place-based community plans aligned with the Federal Strategic Plan and Home for Good.

Ten community plans will be developed and incorporated into the CoC's strategic efforts. (Note: Due to the scale and scope of the LACoC, SPA 4 has three distinct community planning regions: the Hollywood, Downtown, and East LA/Boyle Heights areas.)

LAHSA has been working with families, individuals, Veterans and youth throughout the coordinated

assessment process to identify homeless needs by subpopulation and develop priorities that will result in improved system wide coordination and program performance. Communities will be guided through an interactive and collaborative planning process to create homeless services plans that are reflective of each individual community's needs. This process began with the implementation of CES for families and individuals, and will continue throughout the Youth CES pilot program. Best practices and lessons learned obtained from subpopulation work groups has informed planning and policy advocacy efforts, and will continue throughout 2016-2017.

During the County's Homeless Initiative at the end of 2015, LAHSA played an active role in sitting on policy summits providing policy recommendations, and drafting policy briefs throughout the City and County strategic planning efforts. In February of 2016, this process will culminate in consideration by the Board of Supervisors of a coordinated set of recommended strategies to address homelessness. In addition, a motion was submitted instructing the City Administrative Officer and the Chief Legislative Analyst to develop a report to the Council for a multi-year spending plan to reduce homelessness in the City of Los Angeles by committing up to, but not limited to \$100M. LAHSA has been participating and presenting policy recommendations to the Los Angeles City Council Committee on Poverty and Homelessness to guide planning efforts. The Council is anticipated to have a full and detailed plan for the 2016-17 program years.

LAHSA is also a partner in the Veterans Affairs Supportive Housing (VASH) workgroup to expand upon the collaboration initiated between CoC providers, PHAs and VA developed through HPRP. The group consists of veteran specific providers and CoC point of entry providers including access centers, drop-in centers, street outreach teams, representatives of the VASH program from the Greater LA VA Healthcare Center, and LA County Departments providing public services. The goal is ensure homeless veterans are immediately identified when requesting services to determine right sized interventions to meet their needs and connect them to the comprehensive array of medical, social services, and VASH vouchers available through the VA.

In 2015, the Veteran dashboard was implemented by LAHSA in coordination with the VA, United Way and other collaborative partners. On a monthly basis, LAHSA compiles and aggregates Veteran data and inputs it onto the Los Angeles County Veteran Homelessness Dashboard. This data is being used to examine trends; such as the amount of time it takes for Veterans to get housed, the percent of Veterans that exit to Permanent Housing, and the type of housing in which Veterans exit, in developing solutions to barriers identified.

Among other actions, LAHSA is continuing developing and refining CES for all populations. The development, implementation and operation of coordinated engagement systems for all populations of homeless persons in the LA CoC is intended to remove the institutional barriers that often hinder homeless persons from becoming stabilized in housing as quickly as possible. Through the community based approach offered by CES homeless individuals, families and youth no longer have to travel from program to program retelling the history of their homeless experience to try and find a program that will meet their needs. The screening, standardized assessment and connection to appropriate services and housing facilitated by the CES systems avoids these duplications of effort and decreases the length of time in accessing services.

## **ENHANCING COORDINATION BETWEEN PUBLIC AND PRIVATE HOUSING AND SOCIAL SERVICE AGENCIES**

The Consolidated Plan is based on collaborative processes and consultations to develop a unified vision for meeting housing and community development needs. Extensive outreach has been made to public and private agencies organizations and the general public to solicit input on housing, neighborhood revitalization, economic development, and homeless and human services needs.

The following actions between public and private housing and other agencies are anticipated for the coming year:

- Coordination of housing and community development activities with the Continuum of Care and welfare reform efforts.
- Referral coordination between the Department of Children and Family Services with CDBG and other locally funded agencies providing juvenile delinquency prevention programs and emancipated foster youth housing.
- Coordination of various neighborhood improvements and housing rehabilitation activities with code enforcement activities conducted by County Department of Regional Planning Building and Safety and other municipal agencies.
- Coordination of CDC rehabilitation activities to address health and safety violations with Federal Aviation Administration and Los Angeles World Airport funds to further improve housing through sound attenuation measures.

Coordination of CDC rehabilitation activities to address health and safety violations with Federal Aviation Administration and Los Angeles World Airport funds to further improve housing through sound attenuation measures. The HFSS and the CES will carry out coordinated assessment and provide access to rental assistance, motel vouchers, and Section 8 vouchers based on housing barriers and needs. Both of these systems require LAHSA to develop and foster partnerships with private landlords, developers, and public housing and social service agencies. See AP-65 for complete outline of these programs. Additionally, LAHSA has started a pilot program working with DCFS and the Families Coming Home Together Pilot Project where we rapidly re-housed families who were in the reunification process.

As discussed in AP-65, in 2016-17 LAHSA will continue to work with the Housing Authorities, specifically, the HACLA to expand the HFSS and CES and to implement both systems in HMIS. This work includes developing and enhancing relationships with private landlords, housing developers, and shared housing providers to place clients in affordable housing so that they are comfortable knowing they can rely on LAHSA and LACoC agencies if and/or when issues arise with clients.

LAHSA will continue to work closely with the LA County Department of Children and Family Services, Department of Health Services, Department of Mental Health, and First 5 LA to implement the HFSS and CES.

The development of the coordinated systems of assessment and access for homeless individuals and

families in the LA CoC has created the broadest based collaboration ever seen between public, private housing and social service providers in coming together to end homelessness. Such connections have resulted in system improvements such as a universal application for section 8 assistance among the nine PHA's operating in the county, a standardized assessment tool for use by all providers in the coordinated entry systems, a system wide data dashboard to aggregate monthly performance data and progress to zero, and regular meetings of leaders and stakeholders from the public and non-profit sector to continue pushing the envelope and working through barrier removal and system improvements.

These stakeholders include, but are not limited to: The United Way, Community Solutions, LAHSA, the Department of Mental Health (DMH), Department of Health Services (DHS), the Department of Public Social Services (DPSS), the Department of Children and Family Services (DCFS), the Department of Probation (DPO), The Department of Housing and Urban Development (HUD), Housing Authority of the City of Los Angeles (HACLA), Housing Authority of the County of Los Angeles (HACOLA), the Los Angeles County Office of Education (LACOE), The Interagency Council on Ending Homelessness, Corporation for Supportive Housing (CSH), The Hilton Foundation, Rapid Results Institute, the Veterans Administration of Greater Los Angeles (VA-GLA), Los Angeles Police Department (LAPD), Permanent Housing Developers, Outreach Teams, Emergency Shelters, Transitional Housing Providers and Permanent Supportive Housing Providers.

## FAIR HOUSING ACTIVITIES

In FY Fiscal Year 2016–2017, the CDC will contract with a fair housing service provider to perform services to meet the goals set forth in the County's Fair Housing Strategy for 2013–2018, which appears in **Section IV** of the Consolidated Plan. The fair housing service provider will specifically perform fair housing services such as responding to housing discrimination complaints and inquiries from residents; conducting investigations regarding complaints; disseminating informational literature and announcements to landlords, managers, and real estate agents; and conducting educational seminars and trainings. Additionally, in support of the fair housing strategy, some participating cities will be using their CDBG funds to contract out for their own fair housing services provider for the performance of similar tasks and services.

The 2013–2018 Fair Housing Strategy was developed based on the impediments identified in the research conducted through the recently completed *2011 Analysis of Impediments to Fair Housing Choice* (AI) study.

## L. PERFORMANCE EVALUATION SYSTEM

Los Angeles County's Consolidated Plan activities must meet one (1) of the three (3) national goals set by HUD for all but administrative activities. As the lead entity for the Consolidated Plan, the CDC is responsible for ensuring the Consolidated Plan meets these goals. The CDC must also ensure that its HUD-funded activities carried out under the Consolidated Plan meet its five-year priorities and strategies. The CDC will measure the effectiveness of its programs through multiple elements of the performance evaluation system.

The CDC helps ensure that Consolidated Plan activities meet these goals, strategies, and objectives through a measurement system that quantifies achievement. The results of the CDC's resource expenditures will be measured in terms that are quantifiable, measurable, and based on original goals.

The CDC uses four (4) elements to measure and evaluate its performance.

### **1. *Five-Year Matrix***

The foundation of this measurement system is the Five-Year Performance Measurement System Matrix in the Consolidated Plan, which quantifies and summarizes the CDC's five-year planned accomplishments in relation to the national performance measurement objectives, outcomes, and Los Angeles Urban County's five-year priorities and strategies. This matrix presents each housing and community development priority need and identifies the applicable HUD national goals for the Consolidated Plan.

Identified in the matrix are the following: the Los Angeles Urban County Priority Need and five-year strategy and Outcome/Objective statements. There are nine (9) possible outcome/objective statements. However, the Los Angeles Urban County uses the following seven (7) and link them to the national objective as discussed above under Outcomes:

- Accessibility for the purpose of creating suitable living environments
- Accessibility for the purpose of providing decent affordable housing
- Accessibility for the purpose of creating economic opportunities
- Affordability for the purpose of creating decent affordable housing
- Sustainability for the purpose of creating suitable living environments
- Sustainability for the purpose of providing decent affordable housing
- Sustainability for the purpose of creating economic opportunity

### **2. *Annual Plan Tables***

The second component of the CDC's performance measurement system is a table in each year's Action Plan that contains measurable short-term objectives planned for the coming year along with the planned activities, unit of accomplishment, and the number of expected accomplishments upon completion of activities.

### **3. *IDIS***

The measurement system's third component is the Integrated Disbursement and Information System (IDIS), a computer system that reports accomplishments and other information to HUD. During the program year, the CDC will enter its planned and actual accomplishments for each activity into IDIS. At the end of the program year, the CDC will run reports that summarize these accomplishments. The CDC will aggregate the actual number of accomplishments and enter them into the 2013–2018 Los Angeles Urban County Consolidated Plan for Housing and Community Development Priority Needs Five-Year Performance Measurement System Matrix. It will also update the accomplishment table published in the Annual Action Plan by entering actual units of accomplishment.

### **4. *CAPER***

The final component of CDC's performance measurement system is the CAPER. The CDC will publish these two tables in each year's CAPER to reflect its number of planned and actual accomplishments and how they relate to the long- and short-term objectives set in the Consolidated



Plan and Annual Action Plan. Such updates will allow HUD, the CDC's partners, citizens and others to track the CDC's performance.

## **M. MONITORING (SP-80)**

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As the lead agency for the Consolidated Plan, CDC has the responsibility to ensure that the Urban County's CDBG, HOME, and ESG programs follow applicable laws and regulations. Therefore, the CDC continually hones its monitoring procedures. It views monitoring as an opportunity to provide ongoing technical assistance and support to help its grantees and participating cities reach project goals, achieve Consolidated Plan goals, and improve service.

### ***PRINCIPLE OBJECTIVE***

It is the principal objective of the CDC, as the grantee, to develop a standard approach to monitoring which ensures that federal funds received from HUD are used only for approved activities and that they are administered in accordance with all applicable statutory and regulatory requirements. This established monitoring approach provides an early indication of problems or potential problems in meeting applicable requirements. This approach also helps to prevent fraud, waste, and mismanagement. Finally, through an active process of agency interaction including instructional training, ongoing technical assistance, routine site visits, quarterly reporting, and annual monitoring, the CDC promotes efficient and effective grantee performance.

### ***MONITORING TECHNIQUES***

To achieve the stated objective, the CDC maintains a qualified professional monitoring staff, who conduct thorough financial and programmatic monitoring on an annual basis. This monitoring process incorporates a variety of monitoring techniques and tools into a coordinated effort, ensuring that all funded activities receive an appropriate level of review. Currently, the following five (5) types of monitoring techniques are incorporated into the CDC's comprehensive monitoring approach.

#### **1. Individual Project Monitoring**

This is the primary technique used for monitoring and reviewing funded activities implemented by the CDC and its subrecipients. Principally, in-house staff are assigned specific agencies or projects with the responsibility to conduct comprehensive annual reviews of either active or completed projects.

#### **2. Team Monitoring**

A supplementary technique used by the CDC allows staff the opportunity to schedule monitoring reviews in groups of two (2) or three (3) persons. The tool is effective for conducting in-depth financial and construction compliance reviews. These teams may comprise generalists and specialists including general program managers, accountants, and a construction contract compliance officer. Finally, this technique is utilized to provide ongoing training opportunities for new and inexperienced monitoring staff.

#### **3. In-House Monitoring**

This approach provides greater flexibility for the CDC, and allows for some projects to be reviewed through an in-house process. It allows agencies to bring project documentation into the CDC for review. The technique is used only for very simple projects and in the course of providing technical assistance.

#### **4. Desktop Monitoring**

This fourth monitoring technique is used on a routine basis and provides staff with another tool for examining ongoing project activities. Through this review process, agencies are required to submit quarterly reports that identify ongoing activities. CDC staff then analyze and assess this information and make decisions regarding the need for additional technical assistance or future on-site visits. Desktop reviews include an analysis of an agency's accomplishments to date and their rate of expenditures. This review is documented in the CDC's project files, and serves as a source of information for the final comprehensive review of program performance.

#### **5. Comprehensive Technical Assistance Visits**

Comprehensive Technical Assistance (CTA) visits assist agencies with ongoing projects. If an agency is encountering project implementation problems, CDC staff will visit the agency and conduct a comprehensive review of programmatic and financial records. CDC staff also conducts mid-year technical assistance visits for all community based non-profit organizations administering CDBG-funded programs.

Based on a review of the records and an examination of the program, technical assistance is provided and a follow-up letter may be sent to the agency. The issues addressed during the CTA visit are maintained in the CDC's project files and the information is used as reference material during future monitoring visits.

### ***IN-PROGRESS MONITORING PROTOCOL***

The CDC has enhanced its approach to conducting programmatic compliance monitoring of CDBG-funded activities through the In-Progress Monitoring (IPM) protocol, a proactive strategy that implements the following methods:

- Individual meetings with each sub-recipient city during the planning phase for their new year, to discuss their prior year performance, discuss their plans for new CDBG-funded activities, and provide clarification on any new regulation or policy.
- Desktop monitoring, including review and analysis of information reported by sub-recipients through the CDBG system, supplemented with the sampling of records that support funding of eligible activities.
- Annual field visits to provide tailored technical assistance, review the sub-recipient's recordkeeping system, interview beneficiaries, discuss any client complaints, and review any additional relevant records that cannot be submitted electronically (e.g. voluminous or large documents or confidential client information).
- Timely communication on deficiencies found and required corrective actions, with necessary follow-up.

- An annual report card that summarizes the sub-recipient's performance, including their overall program administration, individual project implementation, and praise for any best business practices.

Through this approach, CDBG-funded activities are reviewed during the year funded, instead of after project closeout, and continuous monitoring enables timely identification of deficiencies, provision of tailored technical assistance to address the noted deficiency, implementation of corrective actions, and mitigation and/or prevention of questioned or disallowed costs.

## **MONITORING STRATEGY**

The CDC's monitoring plan establishes some general criteria against which funded activities can be evaluated to determine both the necessity for and the appropriate level of review. This approach is based on both past monitoring experience and a "risk analysis" approach. Overall, this approach focuses primarily on reviewing completed projects; however, it also incorporates two (2) levels of review for ongoing or active projects: the desktop monitoring review and the on-site monitoring review, which is used depending on the determined need.

Based on the monitoring tools available and the general assumptions made and described in the following section, the CDC's monitoring staff work to develop an annual monitoring schedule that determines the level of review necessary. Staff then use the appropriate monitoring tools available and ensure that all funded activities receive a professional monitoring to ensure compliance with all CDC and HUD requirements.

Monitoring needs are different for each type of agency or program receiving CDC funding. Using the approaches described above, the following general assumptions and monitoring procedures occur for programs administered by cities, county departments, community-based organizations, and CDC divisions:

### **PARTICIPATING CITIES**

Participating cities, most of which have been involved in the CDBG Program since its inception, are thoroughly acquainted with the program and generally have the most experienced staff. They generally fund continuing activities that change little from year to year and, if costs are questioned, have access to other funding sources that can be utilized to readily repay disbursed funds.

Based on these facts, cities represent the lowest risk potential as it relates to monitoring findings or disallowed costs. For these reasons, it has been determined that some monitoring emphasis can be shifted away to other areas where the potential for problems is higher. To accomplish this, the CDC has determined that ongoing city projects, those activities that are funded annually, can be reviewed every other year, should the following specific conditions exist:

- Either minor or no programmatic or financial findings were identified and resolved during the last review,
- The scope of the activity has not substantially changed,
- There have been no recent staff changes within the program that could jeopardize project integrity, and

- A review of previous program operations indicates a good expenditure and drawdown record with no glaring project/program design deficiencies.

## **COUNTY DEPARTMENTS**

A majority of Los Angeles County Department funded activities are one-time capital improvement projects or continuing activities that change little from year to year. Some specific ongoing public service activities, such as youth programs operated by the County Sheriff's Department, are candidates for in-house monitoring. Depending on their size and scope, other County projects primarily receive individual or group monitoring visits.

## **COMMUNITY-BASED ORGANIZATIONS**

Community-Based Organizations (CBOs) are funded for a wide variety of CDBG- and ESG-eligible activities, especially for public services. However, their experience and training in implementing these activities in compliance with applicable statutory and regulatory requirements vary widely.

In addition, some projects are one-time CDC efforts while others are ongoing activities. Based on this diversity, the CDC has determined that some of these projects can represent the highest potential for risk, while others represent a very low risk. Therefore, completed projects are candidates for the full range of monitoring tools, from intensive individual reviews to limited reviews conducted within the context of the in-house monitoring approach. Monitoring of CBOs has been augmented by mid-year technical assistance visits that are provided to every CBO in an effort to enhance programmatic compliance. Further, ongoing CBO projects receive annual on-site monitoring visits.

## **CDC DIVISIONS**

Through its internal divisions, the CDC implements a diverse range of projects that include both ongoing and one-time activities. The CDC also maintains experienced staff to implement these efforts. However, just as outside agency projects are assessed and the appropriate monitoring strategies used, the CDC also conducts the same analysis to determine the level of monitoring necessary for its internal divisions.

The CDC's administrative CDBG Division conducts this analysis and monitoring. The CDBG Division maintains a separate and independent relationship from the other internal divisions. Drawing from all available monitoring tools, the CDBG Division closely monitors completed and ongoing projects implemented by the CDC's other divisions.

## **HOME-ASSISTED ACTIVITIES**

As a condition of receiving HOME funds, recipients agree to maintain all HOME-assisted units as affordable housing and in compliance with Housing Quality Standards (HQSs). A site visit is made to each development and multifamily rehabilitation project in order to conduct mandatory tenant file reviews and physical inspections. The greater of 10 units or 10 percent of the total development units are inspected and tenant files reviewed. All sampling is performed randomly. Tenant file reviews consist of evaluating documentation, verifying rent amounts, conducting income calculations, and reviewing leases. On-site inspections are performed in accordance with HQSs.

All deficiencies encountered are referred to the property management company and owner for corrective action. A recommended plan of action is also made available to the property management company and owner. Additional site visits are made at a later date to ensure all deficiencies have been addressed.

Additionally, first time homeowner units are monitored. Annually, each homeowner is sent a letter requesting verification that the home continues to be their primary residence and that they maintain the property. Title reviews are completed on a sampling of the units monitored and random curbside visits are also made to ensure the sites are being maintained.

## ***CONCLUSION***

Based on the monitoring tools available and the general assumptions made above, the CDC's monitoring staff work to develop an annual monitoring schedule that decides the level of review necessary. Staff then uses the proper monitoring tools available and ensures that all funded activities receive a professional monitoring to ensure compliance with all CDC and HUD needs.

## Section III: CDBG Narratives



**Introduction**

**New CDBG Funds for Program Year 2016**

## III. CDBG NARRATIVES (AP-90)

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### A. INTRODUCTION

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Los Angeles County is an entitlement recipient for HUD's Community Development Block Grant (CDBG) program. It receives CDBG funds annually that it can use for a variety of housing and community development projects. The Community Development Commission (CDC) of Los Angeles County administers the CDBG program for the County.

### AVAILABLE FUNDS

Total CDBG funds available in 2016–2017 are \$27,682,131, comprising \$20,750,346 in new allocation, \$2,944,772 in program income, \$2,923,741 in prior year's funds, \$211,976 in funds allocated to the City of Cerritos, and \$851,296 funds allocated to the City of Torrance.

The City of Cerritos and City of Torrance are voluntary joint applicants with the County of Los Angeles for Urban County funding.

### B. ELIGIBLE ACTIVITIES

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CDBG funds will be used for a variety of housing and community development activities that will benefit low- and moderate-income persons. The activities described in the listing of proposed projects, located in **Volume II** of this Annual Action Plan, account for all CDBG funds.

### ELIGIBLE ACTIVITIES

The CDBG program can fund a variety of community development activities, including the following:

- CDBG administration
- Planning
- Infrastructure (i.e. water and sewer lines, storm drain systems, road improvements, and curb gutters).
- Housing rehabilitation
- Down payment or closing costs
- Assistance in the prevention of homelessness
- Public services (i.e. youth and elderly services, and services for persons with disabilities or are affected by HIV/AIDS).
- Fair housing
- Employment training
- County Business loan Program
- Commercial rehabilitation
- Demolition and clearance
- Neighborhood clean-up
- Elimination of lead-based paint

## PROGRAM INCOME

The projected amount of 2016–2017 CDBG program income is \$2,944,772. All funds will be reprogrammed to 2016–2017 County activities. The County does not have any urban renewal projects. Therefore, no surplus funds will be generated from urban renewal settlements.

It is not known at this time whether any grant funds must be returned to the line of credit because the County financial records are not closed until 90 days after the end of the fiscal year, which for FY 2016–2017 is September 30, 2017. Returned grant funds are not expected. However, if there are returned grant funds, this Action Plan will be revised to reflect the new use of the returned funds.

## FLOAT-FUNDED ACTIVITIES

The County's Float Loan Program provides short-term, interest-only financing for projects that promote economic, community and housing development in Los Angeles County. County Float Loan Program proceeds may be used for equipment/machinery, property acquisition, construction or renovation, tenant improvements, working capital and infrastructure. The County Float Loan Program may provide financing for eligible County projects, such as infrastructure improvements. The County Float Loan Program is available to private and nonprofit entities, jurisdictions, and government agencies located in Los Angeles County. Project activities must meet the program eligibility requirements of the CDBG program [24 CFR 570.301].

Loan amounts up to \$1 million, depending on the availability of funds in the County's line of credit. Interest rates for the County Float Loan Program will be priced according to the requirements of the project and prevailing market conditions. In general, the rate will be below prime. In lieu of an interest charge, a one percent per annum administrative fee will be charged when funds are used by a County agency or department. The term for County Float Loan Program financing is two years and six months. An extension of a repayment period, for an additional two years and six months, shall be considered a new activity, and will be implemented subject to the requirements that apply to a new activity.

For private and nonprofit entities, jurisdictions and government agencies, the County Float Loan Program requires an AA-rated, direct pay, irrevocable, callable on demand Letter of Credit. Financing for County departments may be secured by an irrevocable pledge by the County of Los Angeles, as authorized by the Board of Supervisors, to transfer general local government funds in the full amount of the financing, including interest or administrative fees, within 30 days of call.

All financing made through the County Float Loan Program is subject to final approval by the Board of Supervisors/Commission of Los Angeles County. Currently, there are no float-funded activities.

## SECTION 108 ACTIVITIES AND ACCOMPLISHMENTS

The Section 108 Loan Guarantee Program involves a Federal guarantee on local debt allowed under Section 108 of the Housing and Community Development Act of 1974, as amended. This section of the Act allows public entities such as the County to issue promissory notes through HUD to raise money for eligible large-scale community and economic development activities. HUD guarantees these notes, which are sold on the private market in return for a grantee's pledge of its future CDBG



funds and other security for the purpose of debt repayment. This program is another funding source that is available to Participating Cities and County unincorporated areas to meet community development objectives throughout the Los Angeles Urban County.

It is important to note that the Section 108 Loan Guarantee Program is part of the CDBG program and is governed by the same set of Federal regulations. In the past, Section 108 loan funds have been used for a variety of projects including: the development of commercial retail, and office space; industrial development; roads, bridges, and sewers; and the construction of public facilities.

The CDC currently administers a total of \$12,756,000 of Section 108 authority through the Countywide Section 108 Program.

In addition, any other “stand alone” Section 108 loan applications considered outside of this program are managed under the same loan application process.

### ***Countywide Section 108 Loan Program***

The Countywide Section 108 Loan Program currently has a \$12,756,000 loan guarantee balance that has been pre-authorized for drawdown by HUD. It has been established as a loan pool under a generic application, and since it has been approved and pre-authorized for drawdown, it will allow us to make loans in a shorter amount of time by not having to follow the conventional Section 108 loan application process that is outlined in the federal regulations. As a companion to the \$12,756,000 in Section 108 loan guarantees, the County also received \$1,000,000 in Economic Development Initiative (EDI) Grant funds to reduce the risk, such as through a loan-loss reserve, associated with making loans with the Section 108 proceeds.

Section 108 loan funds in the amount of \$1.8 million with a matching EDI grant fund of \$1.8 million will be used to pay for construction costs of a public library located on the corner of 118th Street and Wilmington in the unincorporated Willowbrook area. The proposed 8,000 square foot library will be situated on the first floor of the mixed-use affordable senior housing development to provide easy access to all library patrons and remain visible to the community. The proposed library will offer its traditional program and it will incorporate various job training services through partnerships formed with the County of Los Angeles Public Library (Library). The Library will partner with the Los Angeles County Department of Community and Senior Services, and the Los Angeles County Workforce Investment Board to offer employment and training services through The Los Angeles County America’s Job Center of California (AJCC) program serving adults and youth at the Willowbrook Library as a remote access site. The Library is located within the Empowerment Zone designated census tract 5407. The proposed Library service area for consists of the following census tracts: 5406, 5407, 5408, 5413, 5414, and 5415. The Library service area contains approximately 67.07% low and moderate income persons.

The Library is eligible under 570.703(l), Acquisition, construction, reconstruction, rehabilitation, or installation of public facilities and will meet the National Objective of 570.208(a)(1 )(i) Area Benefit Activities; the service area contains 67.07 % low-and moderate-income persons.

### ***Repayment of Section 108 Funds using CDBG and Other Funds***

HUD provides loan funds requested by CDC under interim financing and then establishes permanent financing after a public offering is held. Interest only payments are made quarterly for loans funded

from the interim funding facility. For loans established under the permanent financing mechanism, an interest only payment is made by February 1st and an interest plus principal payment is made by August 1st. Table III.1 shows the total amount of Section 108 funding allocated and repayments due during 2016–2017.

<b>Table III.1</b> <b>Section 108 Loan Repayments</b> Los Angeles Urban County 2016–2017				
Loan Recipient	Total Loan Amount	Type of Loan	Funding Mechanism	Total Loan Repayment
City of Bell Gardens	\$5,000,000	Countywide	Permanent	\$580,372.20
City of Commerce	\$10,000,000	Stand Alone	Permanent	\$878,639.10
Unincorporated West Altadena	\$2,300,000	Countywide	Permanent	\$208,887.40
County of Los Angeles La Alameda Project	\$8,020,000	Empowerment Zone	Permanent	\$694,430.40
County of Los Angeles South Health Center	\$8,367,000	Empowerment Zone	Permanent	\$928,902.60
County of Los Angeles Florence Parking Lot	\$840,000	Empowerment Zone	Permanent	\$69,390.00
<b>Total</b>	<b>\$34,537,000</b>			<b>\$3,360,621.70</b> <b>estimated payments</b>

## ELIMINATING SLUM AND BLIGHTING CONDITIONS

Effective May 24, 2006, the HUD updated the CDBG regulations specific to the “Slum or Blight” national objective criteria. These changes required that for area designation, at least 25 percent of properties throughout the project area be determined blighted. Further, the revisions require that the slum or blighted designated areas be re-determined every 10 years. In compliance with the updated regulations, the following jurisdictions have designated slim/blight areas (SBAs) for eligible activities to eliminate identified conditions of blight:

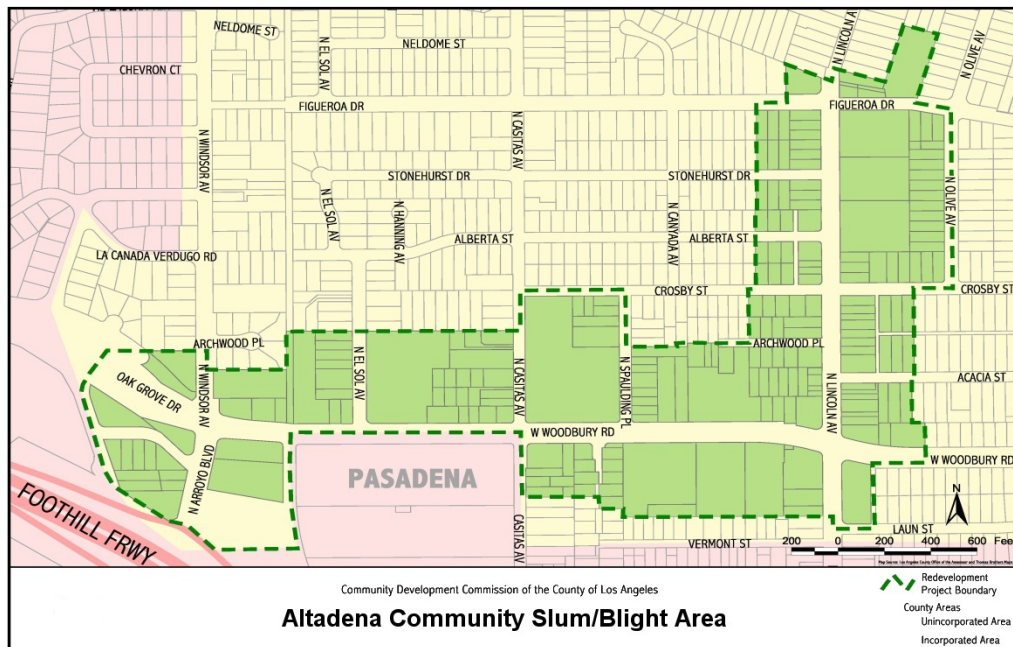
1. **West Altadena Community Redevelopment Area**
2. **La Mirada Merged Redevelopment Project Area**
3. **Whiteside Redevelopment Area**
4. **East San Gabriel Commercial Development Project Area**
5. **Lawndale Slum/Blight Area**
6. **Slauson-Overhill Slum/Blight Area**

Details of these areas are discussed on the following pages.

### ***1. West Altadena Slum Blight Area***

<b>Operating Agency:</b>	CDC, Economic and Housing Development Division
<b>Project Area:</b>	West Altadena Slum Blight Area
<b>Slum/Blight Area Approval Date (Re-designation):</b>	July 2007
<b>Slum/Blight Area Expiration Date (10-year Duration):</b>	July 2017

The West Altadena Community Slum/Blight Area is centered on three major transportation corridors in the Altadena community – Woodbury Road, Lincoln Avenue and Windsor Avenue. The project area is generally bounded by: Figueroa to the north; Olive Avenue to the east; Vermont Street to the south; and Yucca Lane to the west.



The SBA consists of 18 blocks containing 221 parcels. The determination of blighting conditions was reached based on a parcel-by-parcel evaluation of the area examining factors such as the condition of driveways, fencing, paint, landscaping, roof, railings, landscaping and other deteriorating exterior conditions. Of the 221 parcels surveyed, 111 (50 percent) exhibited physical characteristics of slum or blight.

Specific strategies have been proposed to fund infrastructure improvements and promote economic reinvestment in the area. Through a series of carefully planned and phased improvements, the goal is to improve the visual aesthetics of the corridor, promote economic growth in and around the project area, and ultimately alleviate the area's identified blighting conditions.

## 2. La Mirada Foster Park Neighborhood Slum/Blight Area

**Operating Agency:**

City of La Mirada

**Project Area:**

**Foster Park Neighborhood Slum/Blight Area**

**Slum/Blight Area Approval Date:**

January 27, 2014

**Slum/Blight Area Expiration Date (10-year Duration):**

January 27, 2024

The City of La Mirada renewed its efforts to improve the Foster Park neighborhood through the amended extension of its slum/blight area (*formally entitled the La Mirada Merged Redevelopment Project Area*). Over the last ten years, the City has used CDBG funding to make improvements in the area, but there is still a need for the rehabilitation of residential properties and the investment in public infrastructure improvements. The new Foster Park Neighborhood Slum/Blight Area is primarily a single-family residential community of over 1,300 residential units and 1,092 parcels totaling approximately 230 acres. The area is located along the western border of the City, adjacent to the City of Santa Fe Springs. The project area is generally bounded by the Imperial Highway (SR-90) on the north, Valley View Avenue on the east, the back property line of the residential properties generally fronting Bora Drive and Plume Drive on the south, and Marquardt Avenue on the west.



In 2012, the City conducted a parcel-by-parcel survey and a blight analysis of the neighborhood area. The results indicated that over half (50.9%) of the parcels in the area had poorly maintained buildings including cracks in walls, excessive peeling paint, windows needing repair, and deteriorated or sagging roofs or garages with flat or low-pitched roofs. The City's analysis indicated that flat roofs are an obsolete design resulting in poor drainage, leaks and eventual dry rot of roofing material. Almost half (47.3%) of the parcels in the area had garages built with flat roofs.

The City's survey of the area's infrastructure also indicated issues such as poor or inadequate storm drainage systems, the need to reconstruct or resurface roadways, deteriorated curbs, gutters, and driveway aprons, as well as the need to install sidewalks and curb ramps where they were missing. According to the survey, 445 residential parcels or 40.8 percent of the parcels lacked sidewalks. Some neighborhood blocks also lack ADA-compliant curb ramps, required to accommodate residents with disabilities.

To eliminate and abate the blighted housing conditions, the City will continue to implement their Home Improvement Program. The program is designed to assist low- to moderate-income home owners with the correction of code violations and the repair of deteriorated or substandard housing conditions. The program utilizes financing vehicles such as emergency grants and a low interest deferred loans.

The City will also continue to maintain its Code Enforcement program providing on-going enforcement of the City's local municipal codes pertaining to building and zoning violations. The City's Code Enforcement Officer will work with residents and business owners to eliminate blight and improve the appearance and safety of the community by investigating code violation issues. Through this focused enforcement effort, the City seeks to address the declining conditions identified in the Slum/Blight area.

The City's Public Works Department will implement a multi-year capital improvement program to significantly upgrade the area's infrastructure. The capital improvement projects planned will include the resurfacing of streets, installation of sidewalks and ADA-compliant curb ramps, removal and replacement of curbs and gutters, and the installation or repair of storm drains.

### 3. Whiteside Slum/Blight Area

**Operating Agency:** CDC, Economic and Housing Development Division  
**Project Area:** Whiteside Slum/Blight Area  
**Slum/Blight Area Approval Date:** July 2009  
**Slum/Blight Area Expiration Date (10-year Duration):** July 2019

The Whiteside Slum/Blight Area consists of approximately 171 acres and is located within a portion of the City Terrace area of unincorporated East Los Angeles. The area is generally bounded by the City of Los Angeles communities of Boyle Heights on the west and Lincoln Heights on the north, the City of Monterey Park on the east and unincorporated County territory to the south. The street boundaries include Indiana Street to the west, Valley Boulevard to the north, Eastern Avenue to the east and the 10 Freeway to the south. Major streets that traverse the Survey Area include Herbert Avenue, Medford Street, Fowler Street, and Whiteside Street.



Industrial land uses represent the largest portion of the Survey Area acreage at 61 percent. Residential land uses, both single- and multi-family, represent seven percent of the acreage and commercial retail and office uses represent six percent of the acreage. The remaining acreage is represented by vacant land at three percent, public land uses at two percent and public rights-of-way at 21 percent.

Physical deterioration of buildings can be seen in 171 of the 292 buildings in the Project Area; meaning 59 percent of the buildings were identified as being physically deteriorated. In addition, of the 294 parcels in the Project area, 270 are assessed property taxes. At the time of the study, 70 percent of the parcels remained stagnant with respect to assessed property value, only increasing between zero percent and two percent annually. Eight percent of the parcels showed a decrease in



assessed valuation and only 22 percent increased by more than two percent annually. During the same time frame, property assessments in the County as a whole increased by an average of eight percent per year.

The specific strategies proposed to improve and alleviate the slum/blight conditions in the area include land acquisition and assembly, targeted business recruitment, infrastructure improvements and providing sound development.

#### 4. East San Gabriel Commercial Development Project Area

<b>Operating Agency:</b>	City of San Gabriel
<b>Project Area:</b>	East San Gabriel Commercial Development Project Area
<b>Slum/Blight Area Approval Date (Designation):</b>	June 25, 2010
<b>Slum/Blight Area Expiration Date (10-year Duration):</b>	June 25, 2020

The CDBG SBA encompasses the East San Gabriel Commercial Development Project Area, the city's only redevelopment project. It incorporates two commercial corridors along San Gabriel Boulevard between Central Avenue on the south and East Elm Avenue on the north (1 mile), and along Las Tunas Drive between California Street on the west and North Muscatel Avenue on the east (1.7 miles) to the city limits. The area also encompasses other smaller streets and contiguous streets off of the major arterials. On the eastside of the area and adjacent to the commercial corridors is an unincorporated area of Los Angeles County.

It encompasses approximately 143.75 acres and consists of 453 parcels and represents 5.5% of the total city acreage.



The primary goals of the SBA are to: eliminate blighting conditions by providing needed public improvements; mitigate the effects of building deterioration, age and obsolescence; correct problems of impaired investments due to depreciated or stagnant property values.

### 5. Lawndale Slum/Blight Area

**Operating Agency:**

City of Lawndale

**Project Area:**

Lawndale SBA: Project Area 1

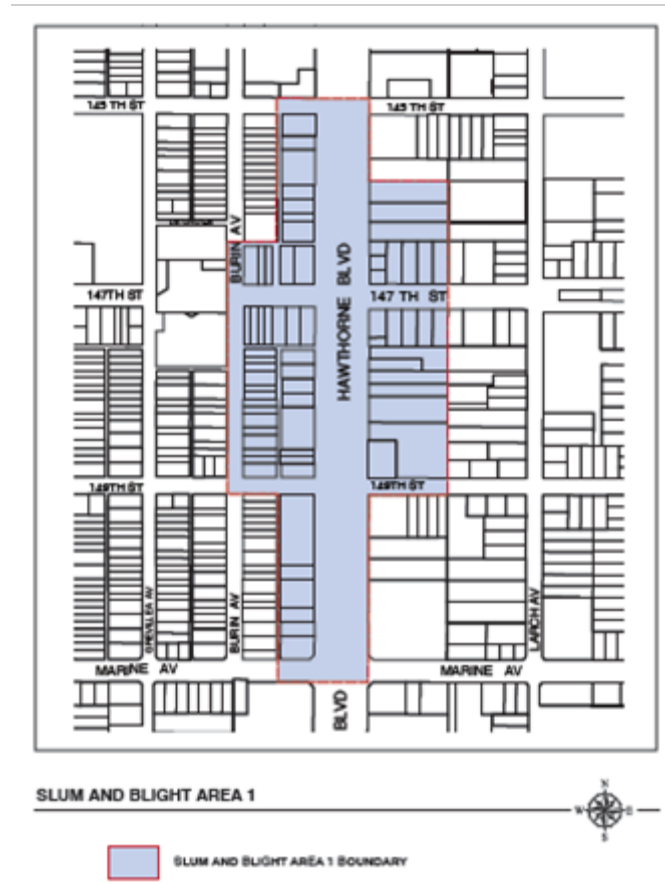
**Slum/Blight Area Approval Date (Designation):**

November 9, 2010

**Slum/Blight Area Expiration Date (10-year Duration):**

November 9, 2020

SBA 1 is located approximately between 145th Street and Marine Avenue, and between Burin Avenue eastward to approximately the midpoint between Hawthorne Boulevard and Larch Avenue. While SBA 1 comprises both residential and commercial properties, the vast majority of the deficiencies are situated on the commercially zoned sites. This area contains 70 parcels, with 22 parcels containing blighting conditions.



Many of the commercial properties are older structures with varying levels of maintenance. Most commercial properties lack the required on-site parking for the conducting of business. Many properties are dated in appearance, which when combined with deferred maintenance and poorly performed repairs, serves to detract from the appearance of the area. Signage is mixed, and in many instances not professionally prepared or installed, old or poorly maintained.



Additionally, there are a number of vacant facilities within the proposed Area 1. As a major arterial, the boarded up and vacant structures deter from the desired appearance of the city's major commercial corridor. In order to address these conditions, the City would like to perform CDBG funded façade renovations, address signage programs, or assist in providing some form of economic assistance to facilitate the occupancy of vacant commercial properties.

## 6. Slauson-Overhill Slum Blight Area

**Operating Agency:**

CDC

**Project Area:**

Slauson-Overhill SBA

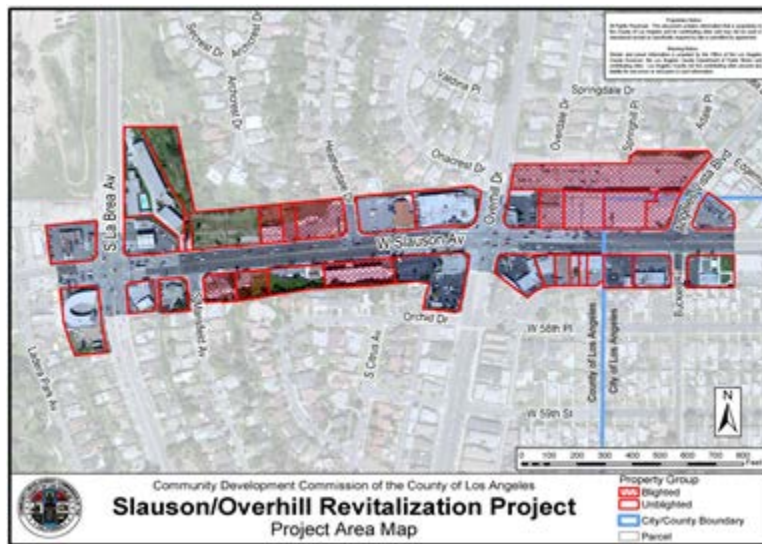
**Slum/Blight Area Approval Date (Designation):**

July 1 2012

**Slum/Blight Area Expiration Date (10-year Duration):**

July 1 2022

The Slauson-Overhill SBA Project incorporates the commercial corridor of Slauson Avenue and is bounded between La Brea Avenue on the west and Angeles Vista Boulevard on the east for about ½ mile along Slauson Avenue. Although it encompasses other smaller streets and contiguous streets off of the major arterial of Slauson Avenue (Mansfield Avenue to the south, Heatherdale Drive to the north), the main theme and central focal point of the area is between the major streets of Slauson Avenue and Overhill Drive (hence the name Slauson-Overhill SBA).



The primary concern in the area was property on the north side of Slauson Avenue between Angeles Vista Boulevard and Overhill Drive. This property had once been an active center for the community with a major supermarket and drug store and related small stores. The location is a prominent one on the crest of a hill and has become an eye sore with a relatively low-activity public storage facility in the former supermarket building as an anchor use that does not adequately draw customers to the small stores. This lack of a community center exists for several blocks, thus the survey area extends along Slauson Avenue from Angeles Vista Boulevard to South La Brea Avenue on the west.

Federal regulations require that for an area to be deemed blighted, at least 25 percent of the properties throughout the area must experience one or more blighting conditions. The parcels deemed physically blighted are shown in the map. Thirteen (13) properties, or 38.2 percent of the properties in the survey area, are deemed blighted.

The project area was selected because of visible signs of economic and physical decline along this once-prominent commercial corridor. The Slauson/Overhill SBA project will assist in addressing several slum and blight issues in the area by funding infrastructure improvements, promoting economic reinvestment and improve the overall appearance of existing buildings and streets. To reduce or eliminate these blighting conditions, the Community Development Commission (Commission) will use CDBG funds to:

1. Provide financial assistance to businesses to encourage a better mix of uses and a more active use of the area by local residents.
2. Provide improvements to pedestrian amenities along Slauson Avenue to create a safer, more inviting and walkable street.
3. Provide façade improvements to existing commercial buildings to correct code violations and attract customer

## Section IV: **HOME** Narratives



**New HOME Funds for 2016-2017 Program Year**  
**Resale/Recapture Provisions**  
**Affirmative Marketing Policies**

## **IV. HOME NARRATIVES (AP-90)**

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### **A. INTRODUCTION**

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Los Angeles County is an Urban County-participating jurisdiction for HUD's HOME Investment Partnerships (HOME) Program. It receives an annual formula allocation of HOME funds that can be used to promote affordable housing in the County through activities such as homeowner rehabilitation, homebuyer activities, rental housing development, and tenant-based rental assistance. CDC administers the HOME Program for the County in unincorporated areas and in 47 participating cities.

HOME activities have specific requirements such as the 25 percent match with non-federal funds for HOME dollars allocated to projects. Eligible activities include homebuyer assistance and rehabilitation of owner occupied properties. Homebuyer programs are structured for acquisition, acquisition and rehabilitation, and development of affordable homes. Rental housing is assisted through the development of new projects, as well as rehabilitation and/or acquisition of existing rental housing units.

In some cases, HOME funds used to finance the development of affordable rental housing may be used in conjunction with other funding sources including, but not limited to, HUD's HEARTH Act programs described in Section II.I. In cases where HOME funds were used in permanent supportive housing or special needs rental units, specific project leasing and tenant selection plans may be approved to utilize a Coordinated Entry or Coordinated methodology in accordance with HUD guidelines.

### **AVAILABLE FUNDS**

The new program year (2016–2017) will begin on July 1, 2016. The 2016–2017 new HOME allocation totals \$6,347,230.

### **Federal Investment Criteria**

Federal regulations require CDC to apply the following criteria to HOME funds:

- Beneficiary incomes must not exceed 80 percent of area median income (AMI), adjusted for household size. CDC policy targets 20% of the units for renter households earning at or below 50 percent of AMI.
- Up to 10 percent of the grant can be spent on administration and planning.
- At least 15 percent is set-aside annually for projects by eligible Community Housing Development Organizations (CHDOs).

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## B. ELIGIBLE ACTIVITIES

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The following eligible activities will be implemented with HOME funds in 2016–2017:

- HOME Administration
- Development of Rental and For-Sale Housing
- Direct Homeownership Assistance
- Single Family Rehabilitation
- Multi-Family Rental Acquisition and Rehabilitation, Including Refinancing and Debt Reduction

Please see **Volume II** of this Annual Action Plan for specific details regarding these activities.

### ELIGIBLE USES OF CHDO FUNDS

- Acquisition and/or rehabilitation of rental housing
- Development of affordable rental housing
- Acquisition and/or rehabilitation/new construction of homebuyer properties
- Direct financial assistance to purchasers of HOME-assisted housing sponsored or developed by a CHDO with HOME funds
- Project related expenses

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## C. ADDITIONAL INFORMATION ON USE OF HOME FUNDS (AP-90)

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### OTHER FORMS OF INVESTMENT

CDC does not use other forms of investment. CDC does not operate the Tenant-Based Rental Assistance (TBRA) program.

### HOMEBUYER PROGRAMS

The HOME loans will be used in combination with all of CDC's homeownership programs. CDC currently uses HOME funds to facilitate the purchase of existing and newly constructed housing by issuing HOME loans to eligible homebuyers. CDC also offers a variety of homeownership programs that assist a broad range of income groups throughout the County. HOME loans will be available to applicants of these programs who meet HOME eligibility requirements, namely, household income does not exceed 80 percent of AMI and the home is located in one of the 47 participating cities or the unincorporated areas.

CDC requires all homeownership applicants to participate in homebuyer education programs that cover all aspects of owning a home, with emphasis on post-purchase education addressing foreclosure prevention, predatory lending, and loss mitigation. All recipients of HOME funds will be required to attend these programs in order to ensure their suitability to undertake and maintain homeownership.

CDC implements an active marketing program to promote and solicit applicants for the various homeownership programs. As part of continued marketing efforts, the availability of HOME loans will be included in information that is disseminated throughout the County. The marketing will be expanded to include residents and tenants of mobile home parks, public housing, as well as families assisted by public housing agencies. Special efforts will be made to coordinate with the Housing Authority of the County of Los Angeles (HACOLA) self-sufficiency programs for public housing residents and Section 8 recipients who are ready to transition from public assistance to homeownership.

## **RECAPTURE PROVISIONS FOR HOMEBUYER ACTIVITIES**

CDC provides second trust deed financing to homebuyers through its Homeownership programs. Payments of principal and interest are deferred unless the property is sold or transferred. CDC conducts ongoing compliance monitoring in order to ensure that homebuyers maintain the housing as their principal residence during the affordability period.

CDC will recapture HOME funds from the net proceeds of the sale of the property, if the property is sold or otherwise transferred during the affordability period. Recaptured funds are utilized for eligible activities under the HOME program. CDC shares equity with the borrower and recaptures a portion of any home appreciation at the time of sale. CDC appreciation share is based upon the affordability period: 55 years for newly constructed units that also receive former redevelopment funds and 20 years for all other properties, regardless of the amount of HOME investment.

When the net proceeds are sufficient to repay both CDC's HOME investment and the homeowner's investment in the home, CDC will recapture a share of the net proceeds that is proportionate to the amount provided by the homeowner and CDC for the original purchase reduced in accordance with the length of time the owner held the property.

CDC will recapture the full HOME investment unless the net proceeds are insufficient to repay both the Note and the Borrower's investment in the Property. In such cases, the Borrower shall receive the full amount of Borrower's investment and the balance of the net proceeds shall be paid to CDC. Net Proceeds is defined as the sale price minus loan repayments and closing costs. Homeowner investment includes down payment, payments to the principal balance, and cost to the homeowner of eligible improvements made to the property after purchase. In the event of foreclosure, CDC will attempt to recoup its HOME investment to the extent that there are proceeds available.

## **RECAPTURE PROVISIONS THAT ENSURE AFFORDABILITY**

CDC enforces affordability restrictions by imposing deed restrictions or covenants. CDC conducts ongoing compliance monitoring in order to ensure that homebuyers maintain the housing as their principal residence during the affordability period. CDC also utilizes written agreements that specify the recapture provisions to be used at the time of sale and the actions taken should the affordability period not be met. HOME funds garnered from recapture are used to assist other homebuyers.

If affordability periods are not met for homeownership projects, CDC has guidelines in place for recapturing the loan. CDC will use 2016–2017 HOME funds to support a first-time homebuyer program, and will impose recapture requirements for affordability periods that are not met. HOME funds garnered from recapture are used to assist other homebuyers.

CDC may use criteria, including first-time homebuyer qualifications and terms of affordability, which are more restrictive than the minimums prescribed by HOME Program regulations.

### ***Affordability Periods***

The HOME program sets affordability periods for the affordable housing that it assists. These periods are based on whether the project is new construction or existing housing. The County must control the sale/resale of any homebuyer property through either resale or recapture provisions as set forth in §24 CFR 92.254. Table IV.1 shows these periods.

<b>Table IV.1</b> <b>Affordability Periods</b> Los Angeles Urban County 2016–2017	
Type of Assistance	Affordability Period
HOME Loans	20 Years
Newly constructed	55 Years

## **FINANCING**

CDC will loan HOME funds for debt reduction or permanent financing in order to facilitate development of new affordable units in acquisition and rehabilitation projects or to ensure continuing or increased affordability. The cost of rehabilitation must be at least one-half the cost of the proposed existing debt reduction (this requirement may be appropriately modified at the discretion of the Executive Director or his designee).

HOME funds will not be used to refinance multifamily loans made or insured by any Federal program (including HOME) and will be limited to projects in the unincorporated areas of the County. A review of property management practices must demonstrate that disinvestment in the property has not occurred, that the long term needs of the project can be met and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.

## **AFFIRMATIVE MARKETING POLICY AND PROCEDURES**

CDC's policy is to disseminate information to the public regarding fair housing laws and its own guidelines for participation in the HOME Program. In accordance with federal regulations (24 CFR 92.351), the CDC adopted an affirmative marketing policy and procedures. The CDC is committed to equal opportunity in housing choices in the local housing market without discrimination based on race, color, religion, sex, and national origin.

CDC is also committed to affirmative marketing, which is implemented in the HOME Program through a specific set of steps that the CDC and participating groups follow.

### ***Informing Affected Parties***

CDC will inform the public, potential tenants, potential homebuyers, and property owners about Federal fair housing laws and the affirmative marketing policy using the following items:

- Equal Housing Opportunity logotype or slogan in press releases, news advisories, solicitations for owners and in all written communications
- Special news releases in local neighborhood and ethnic newspapers and public service announcements in the local electronic media
- Meetings to inform owners regarding program participants

CDC has established procedures to ensure that owners of rental housing developments assisted by the HOME Program solicit applications from persons in the housing market area who are not likely to apply for the housing without special outreach. The owners will solicit applications through such locations as community-based organizations, places of worship, employment centers, fair housing groups, or housing counseling agencies.

### **MONITORING AND EVALUATION**

CDC has established monitoring procedures to assure that each owner of rental housing adheres to the established requirements and practices in order to carry out the affirmative marketing procedure. The effectiveness of CDC's affirmative marketing actions will be evaluated annually and CDC will take corrective actions if it finds that property owners fail to carry out required procedures. CDC will inform owners of the affirmative marketing requirements and ways to improve current procedures. Owners who fail to meet the requirements or to make suggested improvements will be disqualified from future participation in the HOME Program.



## Section V: ESG Narratives



## V. ESG NARRATIVES (AP-90)

### A. INTRODUCTION

The Los Angeles Homeless Services Authority (LAHSA) is an independent unit of local government (a Joint Powers Authority) created by the City and County of Los Angeles. LAHSA was created to provide leadership, advocacy, planning, and management of program funding within the Los Angeles Continuum of Care (LA CoC). LAHSA is governed by a ten-member Board of Commissioners, five of whom are appointed by the Mayor and confirmed by City Council, and one by each of the five County Supervisors. Per §578.7 of the HEARTH Act, the LA CoC is in the process of revising and updating its governance structure and accompanying policies and procedures where appropriate.

As a lead entity administering homeless funds, LAHSA is responsible for the planning process for the LA CoC. The LA CoC comprises the County of Los Angeles except for the cities of Pasadena, Glendale, and Long Beach which have their own CoCs. The LAHA Commission sets funding priorities and policy for homeless programs administered by LAHSA.

### AVAILABLE FUNDS

The new program year 2016-2017 will begin on July 1, 2016. Total ESG funds available in 2016–2017 is \$1,856,207, a 1% decrease over plan year 2015-2016.

Table V.1 estimates the amounts and percentages of ESG funds to be allocated to activities. The following are preliminary allocation to eligible activities. Final allocation recommendations will need to be presented to LAHSA Commission for approval.

<b>Table V.1</b>		
<b>Proposed Use of Funds by Activity</b>		
Los Angeles Urban County 2016–2017		
<b>Eligible Activity</b>	<b>Amount</b>	<b>Percent</b>
Street Outreach	\$102,770	5.537%
Emergency Shelter	\$1,133,649	61.073%
Homelessness Prevention	\$0	0%
Rapid Re-Housing	\$364,086	19.615%
HMIS	\$116,487	6.276%
Administration	\$139,215	7.5%
<b>Total</b>	<b>\$1,856,207</b>	<b>100.0%</b>

HUD requires that the grantee provide a 100 percent match for ESG funding. Funds provided through County General Funds to LAHSA will provide 100 percent of the match requirement for the ESG funds.

In addition to the County's annual ESG allocation, the Executive Director is also requesting authority from the Board of Supervisors to enter into an agreement with the State of California to receive State ESG funds in the approximate amount of \$2,215,882 to fund programs to assist the homeless. LAHSA will complete a RFP process to determine the projects that will receive the funding.

## B. USE OF ESG FUNDS

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LAHSA proposes to use the 2016–2017 ESG allocation to meet the objectives of the Stewart B. McKinney Homeless Assistance Act as amended by the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act) and the homeless needs, goals, and objectives identified in the Consolidated Plan.

The ESG program ensures that homeless persons have access not only to safe and sanitary shelter but also to supportive services and other kinds of assistance needed to improve their situations. The program also intends to reduce homelessness through the funding of rapid rehousing and diversion. For the first time in twenty years, the Emergency Shelter Grants program was streamlined and reconfigured by the HEARTH Act. Now named the Emergency Solutions Grants program (ESG), the intent of the Act is to build upon the existing Emergency Shelter Grants program while placing more emphasis on homelessness rapid re-housing and prevention activities by expanding eligible activities, such as housing relocation and stabilization services and short -term rental assistance to prevent people from becoming homeless and/or assist them to move quickly from homelessness into permanent housing. HUD has also prioritized the importance of aligning ESG with other HUD programs (CDBG, HOME, and the Housing Choice Voucher programs).

The HEARTH Act also consolidated the three separate homeless assistance programs (Supportive Housing Program, Shelter Plus Care, and Moderate Rehabilitation/Single Room Occupancy) administered by HUD under the McKinney-Vento Homeless Assistance Act into a single grant program, now called the Continuum of Care Program (CoC).

### PROPOSED USE OF ESG FUNDS

Given the shortage of funds for emergency shelter and services and in response to extensive Countywide public participation in planning, the highest priority for the use of ESG is to strengthen and enlarge the network and referral systems to emergency beds and services in order to address the needs of chronically homeless individuals and families, while placing increasing emphasis on homelessness prevention and rapid re-housing activities.

Six (6) programs are proposed to be funded with ESG funds to meet this priority:

1. **Crisis Housing and Services Program**
2. **Winter Shelter Program**
3. **Day Shelter and Service Center**
4. **Emergency Response Team**
5. **Homeless Family Solutions System**
6. **Homeless Management Information System (HMIS)**

#### **1. *Crisis Housing and Services Program***

LAHSA released a Request for Proposals (RFP) for this program for the 2015-16 program year with newly awarded programs which began serving participants on July 1, 2015. The contract term will go through June 30, 2016. LAHSA reserves the option to renew these contracts for up to two subsequent program years, contingent on performance, availability of funds, and demonstrated site need. The

programs funded under this component provide short term crisis housing and services that are integrated with the Coordinated Entry System (CES) for homeless individuals and the coordinated assessment/access system that is being developed for homeless transition age youth and unaccompanied minor youth. Crisis housing provides safe, temporary housing and services free of charge which help homeless individuals and families to stabilize and gain access to the supportive services and financial assistance they need through the Homeless Family Solutions System (HFSS) or CES to obtain permanent housing. The length of stay in crisis housing is designed to be flexible to meet the needs of clients and can range from 2 weeks up to 90 days. On a case-by-case basis, clients may remain for a period longer than ninety days if they require a longer period to accomplish a specific goal.

LAHSA selects subrecipients through a competitive Request for Proposals (RFP) process. Through these programs, the agencies provide a range of services including supportive services, short and medium term crisis housing for homeless individuals and families.

## **2. Winter Shelter Program**

LAHSA has administered the Winter Shelter Program (WSP) since 1994. The program is funded by the City and County of Los Angeles with the support of the California National Guard providing shelter sites at armories. The 2015-2016 Program Year consists of a total of 2,163 beds at 17 sites throughout the City and County of Los Angeles, and is anticipated to provide emergency shelter to over 4,056 homeless individuals. The WSP offer emergency shelter, two meals a day, case management, and other supportive services to the most service-resistant persons experiencing homelessness during the cold and wet weather months in Los Angeles County. Many of these clients do not typically access shelters and would be left to endure life threatening situations in the winter, if the WSP did not provide food warmth and other services. In order to mitigate the effects of reduced funding, programs opened with staggered start dates to provide maximum coverage County-wide. Additionally, in anticipation of El Nino, the Winter Shelter Program opened early this season and is operating Weather-Activated shelters during extreme weather conditions. These temporary shelters have 24-hour operations when open. Each 2015-2016 WSP program will operate between October 2015 and March 2016. LAHSA will continue to administer the WSP in 2016-2017 Program Year, and is looking into operationalizing 24-hour emergency shelters.

## **3. Day Shelter & Services Center**

LAHSA released a Request for Proposals (RFP) for this program for the 2015-16 program year for newly awarded programs which began serving participants on July 1, 2015. The contract term will go through June 30, 2016. LAHSA reserves the option to renew these contracts for up to two subsequent program years, contingent on performance, availability of funds, and demonstrated site need. Day Shelter & Services Centers are the entry points for many homeless people in the CoC funded system of services and housing. Newly awarded programs under this RFP component must utilize the CoC adopted standardized assessment tool for individuals and families and must act as a physical access point to the CES Lead Agency or the HFSS Family Solutions Center in their Service Planning Area (SPA) and immediately link homeless individuals and families with the appropriate system. The Day Shelter & Services Centers are designed to be one-stop full service centers that provide for the emergency needs of food, clothing, showers, hygiene supplies, transportation, mail and message service, case management, money management and employment assistance, benefits advocacy and access to storage, crisis housing and permanent housing. Each client's eligibility for services is assessed and documented in accordance with ESG regulations and enrollment and service provision is

tracked in the HMIS system. Once these basic needs are met, the day shelters in conjunction with the regional CES Lead Agency or HFSS-FSC will provide a range of supportive services and long term case management in order to focus on gaining residential, emotional, and income stability through assistance for obtaining shelter, transitional and permanent housing, employment, and medical/health and/or substance abuse counseling. In addition to the array of services available, clients may remain at the Day Shelter & Services Center during all the hours that the center is open. The measurable outcomes are:

(1) 65% of households exit to temporary or permanent housing (Emergency Shelter, Transitional Housing, Safe Haven, Permanent Housing) and

(2) 20% of households increase overall income.

#### Emergency Response Team

LAHSA utilizes its Homeless Services Department's Emergency Response Team (ERT) as one strategy to outreach and access the needs of homeless individuals and families. The ERT is comprised of outreach workers who perform street outreach throughout the County of Los Angeles and respond to requests for assistance from citizens, local businesses, neighborhood groups and legislative offices to homeless persons residing on the streets. ERT team members work to build trusting relationships with homeless persons living on the streets and in encampments, perform assessments for homeless persons in the field, and link them to shelter and supportive services that are appropriate to meet their needs.

The ERT works in collaboration with Los Angeles County Departments of Mental Health, Public Social Services, Public Health, Adult Protective Services and Health Services and local service providers as part of a Multi-Disciplinary Team approach to divert persons living on the streets to health, wellbeing and other resources. The Multi-Disciplinary (Interagency) Team targets the chronically homeless, living in locations with extensive encampments concentrated over specific locations which may pose health risks to the community.

In 2015, the City and County Expansion of LAHSA's ERT program gave the teams the opportunity to increase geographic outreach, the depth of outreach coverage in regions, improved access to services and emergency housing, immediate access to resources and improved coordination of services leading to permanent and supportive housing through the Coordinated Entry System (CES) Program. ERT teams are also providing direct access to the Homeless Families Solution System (HFSS) programs for homeless families. Additionally, in 2015, the ERT City and County Expansion planning includes co-locating outreach teams at service provider, CES Regional Provider facilities and other strategic locations in all Service Planning Areas (SPA) to increase outreach and engagement coverage in targeted areas while becoming embedded in communities as an active partner providing homeless resources in cooperation with community agencies. The ERT team will continue to conduct these outreach activities in 2016-2017.

- ***Homeless Family Solutions Centers***

The Homeless Family Solution System (HFSS) provides coordinated resources to regionally-based and community driven systems for families. The providers of these systems provide much needed services, use standardized assessments and coordinated housing and service plans to streamline service deliveries and minimize barriers to obtaining and maintaining permanent housing with a final goal of

reducing the length of homelessness experienced by families in Los Angeles County. Family Solutions Centers (FSCs) are the primary point of access to the Homeless Family Solutions System. Families are screened and targeted towards right-sized housing interventions in a standardized and coordinated manner.

In June of 2014, the LAHSA Commission approved funding for 13 agencies and 211 LA County to carry out HFSS activities. 211 LA County assists families not currently receiving homeless services connect to the most geographically relevant Family Solutions Center. Each FSC utilizes the same standardized assessment to determine a family's housing need and helps to connect the family to the most appropriate housing option. Crisis housing providers, inclusive of those funded under the HFSS RFP and other community based crisis housing providers, provide short-term shelter to families during the housing search process.

LAHSA is leading the CoC in working to continuously improve the existing Homeless Family Solutions System. Now in its third year, HFSS has significantly increased the integration of programs throughout the County and provided families who experience homelessness the best opportunity to receive services in their own local community and rapidly get them back into stable, permanent housing. In 2014-2015, LAHSA partnered with the LA County DPSS to re-program funds within the HFSS to expand services to the entire County creating two new FSCs in SPAs 7 and 8.

The HFSS implemented a new standardized assessment process which included the adoption of the VI-FSPDAT, a heavily validated, evidence based triage tool. The tool was implemented in July 2015 with the tool's actual creator training HFSS staff on its utilization. The system was also awarded \$2 million to pilot a homelessness prevention program which launched in December 2015 and will continue in 2016.

For 2016-2017, LAHSA and subrecipients are looking for creative ways to increase access to rental units despite a highly competitive market including utilization of a model similar to master leasing. Some subrecipients have implemented Landlord Partnership Programs designed to increase landlord participation in the effort to end family homelessness. Subrecipients and LAHSA also regularly attend local property owner's association meetings. LAHSA is planning to continue working with local government offices, including Housing Authorities, Community Development Commissions and the Board of Supervisors to address not only the lack of available housing stock but the dearth affordable housing. The Board of Supervisors recently approved an annual investment of \$100 million for the creation and rehabilitation of affordable housing in the County.

Additionally, in 2016-2017, LAHSA will continue to work with LACoC stakeholders to expand a Coordinated Entry System (CES) for individuals' county-wide. System-level performance measures have been developed and LAHSA is working with agencies to track and report on these system-level outcomes from HMIS.

ESG primarily funds rapid re-housing activities with the goal of reducing length of stay in crisis housing and providing housing retention services to clients once they are placed in permanent housing. ESG-funded activities will include assessment of clients, assigning the most appropriate services and/or services intervention, support and advisory services such as housing search assistance, mediation, transportation, and referrals to long-term housing programs and other mainstream resources. The program also provides financial assistance for security deposits, moving expenses, utility deposits and payments, and short-term rental assistance.

Through ESG and other leveraged resources including Temporary Aid for Needy Families (TANF), this system will assist homeless families secure permanent housing throughout the 2016-2017 Program Year. The entire system is coordinated and monitored by LAHSA's Family System Integration Manager who works with providers to prioritize families, monitor rapid exits to permanent housing and coordinate non-ESG leveraged funding (Section 8 vouchers, First 5 LA funds, LA County Homelessness Prevention Initiative Funds, Department of Public Social Services CalWORKS Welfare-to-Work funds).

#### **4. Homeless Management Information System (HMIS)**

The Homeless Management Information System (HMIS) is mandated by HUD to provide information about the demographics, needs, and program outcomes of a jurisdiction's homeless population. Per the HEARTH Act, expenditures for HMIS are allowable. Budgeted activities support the mandatory participation of all ESG recipients. HMIS responsibilities include general system oversight and agency training on ESG data element requirements, as well as data quality support and data reporting for the program providers and the CoC. These resources allow the County and LAHSA to comply with the HEARTH Act regulatory obligation to enter data for all ESG-funded recipients into HMIS and that the above-mentioned recordkeeping and evaluation requirements are met.

### **C. WRITTEN STANDARDS FOR PROVISION OF ESG ASSISTANCE**

1. Standardized policies and procedures for evaluating individuals' and families eligibility for assistance under ESG.
  - LAHSA tested and implemented a common screening tool called the VI-FSPDAT to provide "right-sized" intervention (including the types of services needed, amount of services, and a recommended length of time a participant can receive services) to each household in the Family Solutions System. The tool was implemented in July 2015 with the tool's actual creator training FSS staff on its utilization. City and County-funded FSCs will have an MSW and Housing Stabilization experts to ensure the appropriate ESG funded intervention for each client in the program, whether diversion or entry into shelter system followed by rapid re-housing.
2. Standardized policies and procedures for coordination among emergency shelter providers, essential service providers, homeless prevention and rapid re-housing assistance providers, other homeless assistance providers, and mainstream service and housing providers.
  - 211 LA County serves as an initial access point for families. When a family discloses they are homeless or are imminently at-risk of homelessness, 211 LA County transfers the caller directly to the FSC for screening. Families are diverted to other resources such as family and friends whenever possible. Families who are literally homeless are assisted with securing crisis housing and meet with an FSC case manager to develop an appropriately-sized housing and services plan.
  - Department of Public Social Services has allocated ten (10) Homeless Case Managers to assess all families in the program for CalWORKS eligibility, assist with resolving sanctions, and coordinate appointments for clients for other DPSS offices/divisions. The Department of Mental Health and the Department of Public Health also have outstationed staff at each FSC to assist in connecting families to any needed mental health or substance use supportive services needed to help the family stabilize in permanent housing.

- City of Glendale and Pasadena will coordinate referrals and help families move back into original communities.
  - The program also coordinates referrals with the Supportive Services for Veteran Families (SSVF) program.
  - ESG activities leverage case management/housing stabilization funding and services through County-funded FSC sites. FSC sites will work with/train crisis housing programs in the region to educate them on rapid re-housing to help reduce lengths of stay and target the appropriate populations. Site staff will work closely with other County-funded housing and services programs (each site will have a joint MOU with other programs in the region that provide housing and services).
3. Standardized policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance.
- FSCs complete a standardized assessment which includes a housing scoring tool that assists in the development of the family's housing plan; and is designed to measure the severity of housing barriers each individual family faces.
  - Rapid Re-Housing clients must meet HUD's Category 1 Literally Homeless or Category 4 Fleeing or attempting to flee domestic violence definitions. Clients must be at or below 30% AMI and be able to maintain housing once the assistance period ends.
  - Prevention clients must meet HUD's Category 2 definition for immediately at-risk of homelessness. Clients must be at or below 30% AMI. Assistance for homelessness prevention is currently limited to housing stability assistance which includes housing stability case management, housing search and placement, and landlord mediation assistance. It does not include financial assistance.
4. Established standards for determining the share of rent and utilities costs that each program recipient must pay, if any, while receiving homelessness prevention or rapid re-housing assistance.
- The Family Solutions System's assistance is based on providing "the least amount of assistance for the least amount of time while providing enough initial support to ensure families are able to maintain their housing.
  - Families or individuals placed into housing may receive security deposit equivalent to two (2) months rent, move-in assistance and short-term rental assistance (families may be eligible to receive up to 6 months of rental assistance with service providers utilizing a step-down approach to issuing rental assistance to ensure families are able to pay the full amount of rent at the end of the assistance period.
5. Established standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time.
- The Family Solutions System is designed on a "progressive engagement" model, intended to provide as little support as needed to divert or re-house households quickly and reserve resources as much as possible for other households, while allowing for the option of increased assistance if needed.
  - The Short-term assistance period is designed to ensure households will be in a position to retain their housing after the assistance period ends.



- Families must score in the low to low-moderate barrier range on the housing scoring tool to be eligible for rapid re-housing assistance.
6. Established standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide a program participant, including limits, if any, on the homelessness prevention or rapid re-housing assistance that each program participant may receive, such as the maximum amount of assistance, maximum number of months the program participant receives assistance; or the maximum number of times the program participant may receive assistance.
- Providers will utilize the standardize assessment and housing scoring tool to help determine the level of assistance necessary to stabilize the family's housing crisis. Generally, families scoring in the low to low-moderate barrier range will be provided with 3-9 months of housing stabilization case management. Families scoring higher will be referred to interim housing which provide longer-term stays so that the family will be able to address barriers which impact their housing stability.
  - Families qualifying under the prevention component of the FSS are eligible for housing stabilization case management only.
  - Families who qualify under the rapid re-housing component will be eligible for security deposits (not to exceed the equivalent of two (2) month's rent); rental assistance not to exceed six (6) months; utility deposits, arrearages, and ongoing payments; rental application fees; moving assistance; and crisis housing in the form of motel vouchers not to exceed thirty (30) days.
  - Families whom the FSC cannot assist due the level of their barriers to housing or due to insufficient resources at the FSC will work with other community-based providers to ensure that the family's housing needs are met.

## D. PROJECT SELECTION, FUNDING ALLOCATION, AND MAKING SUB-AWARDS

### PROJECT SELECTION

Funds are distributed to agencies using a competitive bid process. Agencies interested in obtaining funds are asked to submit Core Documents and a Proposal Application prior to the proposal submission deadline.

In response to a Request for Proposals (RFP) announcement by LAHSA, agencies may submit a proposal for the program(s) specified. All proposals submitted by the deadline will be submitted for a Threshold Review by LAHSA staff. During this phase, projects are assessed for completeness and eligibility. Projects that meet the Threshold criteria as outlined in the RFP are recommended to move on to Quality Review. LAHSA staff present the recommended list to the LAHSA Programs and Evaluation Committee for approval. A Quality Review panel, comprised of identified community experts in the field of homeless services, reviews and scores proposals submitted based on the scoring criteria in the RFP. LAHSA staff present the finalized list to the LAHSA Board of Commissioners, based on recommendations made by the Quality Review Panel. LAHSA staff facilitates this process. The majority of RFP's for LAHSA programs are released on a three-year cycle. The CoC Program has an annual RFP cycle.

In some instances, local governmental discretionary funds may be required to be spent in a specific manner in a particular geographic region. In such cases, the funds do not go through a competitive bid process. Rather, the funder may identify a specific service to be provided, as well as an agency to provide the service. In such cases, LAHSA facilitates the process by requesting the identified agency successfully complete a project application and submit the required Core Documents. Once approved, the project will move to the contract execution phase and the agency is able to provide the requested services upon execution.

In emergency situations, such as a natural disaster or an emergency agency closure, it is necessary to deviate from the standard RFP protocol and secure a service provider that can meet the immediate needs of the community. In such an event, initial consideration will be given to those agencies that have been assessed as “low risk” as determined by the Fiscal and Programmatic Risk Assessment score from LAHSA’s Monitoring and Compliance Department. Additional consideration will be given based on population served, program design, geographic location, and years of experience.

LAHSA’s Policy and Procedures Manual does allow “sole source” contracting when the following conditions exist:

1. The item or services required is only available from a single source or is copyrighted or legally owned by the source.
2. The item, supply or professional services required is so specialized or unique so as to make identification of appropriate competitive bidders extremely difficult or impossible to find.
3. The procurement represents the augmentation of current services provided by specific vendor and utilization of another source would be impractical and inefficient to the process or deliverable.
4. The needs of LAHSA are urgent and a formal Request for Bid (RFB) or RFP process would create significant hardship or jeopardy to LAHSA;
5. An emergency exists that seriously threatens the public health, welfare, or safety of staff or clients or immediately endangers property.

## ***Review Criteria***

The Proposal Evaluation Process is conducted in two (2) phases.

Phase 1: All proposals received by the submission deadline are submitted for a Threshold Review by LAHSA staff. Proposals that meet all Threshold Requirements, as outlined in the RFP, are recommended to move on to Quality Review and are submitted for the approval of the Programs & Evaluations Committee and posted to the LAHSA website. Proposals that do not meet threshold requirements do not move to the Quality Review phase.

Phase 2: Proposals recommended for Quality Review are evaluated by a panel of experts. Proposals are scored independently based on the criteria outlined in the Quality Review section of the RFP. Proposals must receive an aggregate score of 75 points or more to be recommended for funding. Final Funding Recommendations are made based on the amount of funding available, geography, and the amount of proposals that score above the 75 point funding line. Quality Review results and final funding recommendations are posted on the LAHSA website and presented to the LAHSA Commission for approval.

## MAKING SUB-AWARDS

LAHSA subcontracts procured funds to agencies using the competitive bid process described above.

RFP's issued by LAHSA detail programming and funding source requirements. The application, appeal, scoring, and award processes are also outlined in the RFP.

### ***Funding Priorities***

Priority is placed on funding programs with a housing emphasis and connected to the CoC coordinated entry and centralized intake systems. Funding is particularly focused on rapid re-housing activities, crisis housing activities, homelessness diversion efforts, and strengthening the prioritization and referral systems that connect homeless individuals, families and youth to permanent housing and crisis housing services. To increase the effectiveness of limited resources, LAHSA will work with funded programs to closely evaluate each program and ensure the appropriate amount of support in order to maximize the number of people and households assisted.

To ensure that the County's funding priorities align with national goals established in the Federal Strategic Plan to Prevent and End Homelessness and the HEARTH Act as well as meet the needs of the LA CoC, LAHSA has adopted Funding Principles that include recommendations from the LA CoC Coordinating Council (elected leadership of Homeless Coalitions representing each of the Continuum's eight Service Planning Areas). These Funding Principles have been approved for Continuum use by the LAHSA Board of Commissioners. LAHSA is committed to funding LA CoC programs whose performance closely meets or exceeds the highest performance standards outlined below:

- Programs with a housing emphasis; requested service dollars do not exceed 20% of the funding request;
- Programs that target chronically homeless individuals, veterans, families and youth;
- Programs that fully utilize the Homeless Management Information System (HMIS), the LA CoC system of record; or are committed to fully utilizing HMIS;
- Programs must demonstrate current collaboration with the appropriate SPA-based Coordinated Entry System for the relevant homeless population;
- Programs that are outcomes-driven with performance standards that meet or exceed HUD requirements;
- Promote fair-share funding distribution to solve local community homelessness;
- Programs that demonstrate community and continuum integration that is part of a "system of care;"
- Programs that are cost effective and reflect a local best practices cost per bed or unit;
- Programs that house people from the community in which the facilities are located; and

***Programs that demonstrate the ability to be fully operational within a reasonable amount of time.***

### ***Program Design***

LAHSA evaluates proposals for a comprehensive program design that outlines a clear approach to addressing the permanent housing and service needs of the homeless population it intends to serve.

Funded proposals must demonstrate an understanding of program requirements and there must be a clear link between services and the target population's advancement towards housing placement and stability. Proposals are evaluated on originality, the strength of the implementation plan, long term sustainability, potential for impact on the proposed region, and demonstrated commitment to evidence based practices utilized in the development of the proposal.

The housing and services provided must directly relate to HUD goals that promote permanent housing placement, residential stability and increased income in order to prepare homeless persons to live more independently. LAHSA evaluates the use of supportive services, staffing and supervision plans to assist the population it proposes to serve in achieving these goals. LAHSA evaluates the appropriateness of the facility for serving the proposed population in relation to the number of participants sheltered and served as well as the location of the facility in relationship to community amenities.

### ***Past Performance***

The proposer's past performance under other LAHSA funded contracts and previous federal and local awards are taken into consideration during both Threshold and Quality Review. LAHSA evaluates the proposed projects based on the proposer's ability to meet performance outcomes. Programs that demonstrate the ability to fully utilize the resources available in past grants and who meet or exceed performance outcomes achieve higher scores than programs that do not. Proposers agree that the LA CoC HMIS System, or a comparable HUD approved system of record, is the primary source of verification of performance and outcome data for programs funded by HUD.

### ***Proposer Experience and Capacity***

LAHSA will evaluate the capacity of the proposer, collaborators, partners, and key subcontractors to implement and administer the proposed project while adhering to ESG regulations and serving eligible populations. Both the fiscal and programmatic capabilities of the proposer will be considered, as well as the proposer's demonstrated capacity to enter into a large government contract. Beyond the length of time providing service to homeless populations in general, LAHSA will look at the proposer's experience working directly with the targeted population and its experience directly related to carrying out the proposed project.

### ***Program Budget/Cost Efficiency/Financial Stability***

Each program must submit a proposed budget that covers the grant term. Budgets are assessed for feasibility, cost-effectiveness, and reasonableness. LAHSA also evaluates the degree to which requested ESG funds are leveraged with other sources of funds in the delivery of overall program services. LAHSA evaluates cost effectiveness by comparing the amount requested to the number of minimum households served and/or the level of services provided. LAHSA utilizes its Monitoring and Compliance Unit's Programmatic Risk Assessment to measure fiscal stability. If no risk assessment has been performed, the Core Documents will be used to assess fiscal stability.

### ***Continuum of Care Integration***

LAHSA evaluates proposed projects on consistency with funder objectives, integration with the Consolidated Plan of the proposer's jurisdiction. Proposals are evaluated on the potential of impact on the proposed region, how the proposed project fits into and meets the unmet need in the CoC, as well

as the extent to which the proposed project is integrated and coordinated with other service and housing providers within the region. This evaluation includes an assessment of linkages with other components in the continuum, including coordinated assessment and intake efforts, within the proposer's agency or with other agencies within the CoC.

Programs must be integrated with the local Coordinated Entry System (CES) for Individuals, the Homeless Families Solutions System (HFSS) or the coordinated entry planning efforts for youth to ensure effective engagement of the targeted population. Organizations need to demonstrate active participation in local homeless coalitions. Proposers must demonstrate that they will work closely with HOPWA Regional Offices to serve and/or refer any eligible homeless Persons Living with HIV/AIDS (PLWHA).

### ***Homeless Management Information System (HMIS) Participation***

All projects recommended for funding are required to participate in the LA CoC HMIS implemented by LAHSA, or participate in a comparable HUD approved system, and adhere to all the implementation guidelines developed under HMIS. . For service providers currently utilizing HMIS, LAHSA will evaluate the proposers' HMIS data entry and data quality standards. If the proposer is not currently using HMIS, LAHSA will evaluate the proposers' ability and willingness to comply with the technical and program standards necessary to operate HMIS. Agencies serving victims of domestic violence may use an equivalent alternative system with identical data sets or partial identifying data with coded naming conventions.

### ***Facility***

LAHSA evaluates the appropriateness of the facility for serving the proposed population and the number of participants served, as well as the location of the facility in relationship to community amenities. The proposer must identify a site that will be available for administration of the grant, or for the provision of supportive services, throughout the contract period, and evidence of site control must be submitted with the proposal. The Proposer's compliance with the Americans with Disabilities Act of 1990 and any amendment thereto, in the areas of program access, physical access, communications access, employment practices and any reasonable accommodation process in place for persons with disabilities (for employees, program participants, and the public) will be evaluated. LAHSA will also evaluate the proposer's past experience in resolving ADA complaints in a timely manner.

### ***Program Readiness***

A proposer's ability to implement the program upon award of the grant is evaluated, the length of time between grant award and program implementation is critically important. Project readiness begins at the earliest date the program will engage, serve, and house participants.

## **E. SUMMARY OF CONSULTATION PROCESS**

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LAHSA's mission is to support, create and sustain solutions to homelessness in Los Angeles County by providing leadership, advocacy, planning, and management of program funding. As the lead entity administering homeless funds, LAHSA is responsible for the planning process for the Los Angeles Continuum of Care (LA CoC). The LA CoC is comprised of the City of Los Angeles and the County of Los Angeles, except for the cities of Pasadena, Glendale and Long Beach which have their own

Continua of Care. The LAHSA Commission sets funding priorities and policy for homeless programs administered by LAHSA. The LAHSA Commission and its Programs and Evaluations, Policy and Planning, and Finance, Contracts and Grants Committees hold public monthly meetings throughout the year. The ten member Board of Commissioners consists of five members appointed by the Mayor and confirmed by City Council, and one by each of the five County Supervisors. The Commission also works closely with the Los Angeles Continuum of Care (LA CoC) Coordinating Council to develop policy and planning priorities as well as assists LAHSA on the development of scoring criteria for new project submissions to the U.S. Department of Housing and Community Development (HUD).

The Coordinating Council was established in 2009 to enhance and empower local community participation in the grant process for McKinney-Vento Homeless Assistance Act funding throughout the LA CoC. Prior to the establishment of the Coordinating Council, the McKinney-Vento award process was overseen by Housing Authorities and the LAHSA Commission with limited community participation and input. As noted above, per §578.7 of the HEARTH Act, the LA CoC is in the process of revising and updating its governance structure and accompanying policies and procedures where appropriate. The LA CoC has developed Written Standards for the provision of services with, and prioritization of Emergency Solutions Grant (ESG) funding. These standards were approved by the LAHSA Commission at the end of September 2015. The LA CoC is also convening local and national partners to develop a new governance structure, which is scheduled to begin convening toward the latter half of 2016.

The Coordinating Council represents the service and housing providers throughout the CoC. Its members are elected by their colleagues and serve a two year term. Elections are conducted by LAHSA in each of the eight Service Planning Areas (SPAs) in the CoC. To implement the Consolidated Plan project objectives, LAHSA coordinates with CoC housing and service providers as well as city and county agency departments and other CoC stakeholders to ensure the effective and efficient provision of housing and services to homeless individuals and families.

LAHSA also works in the eight Service Planning Areas (SPAs) on a regular basis to identify and address the most critical needs in each community and provide information and technical assistance on national leading practices as well as policy and funding issues. This includes:

- *Organizing and facilitating 10 SPA-wide Continuum of Care meetings quarterly*
- *Organizing and facilitating monthly meetings for the Continuum's Coordinating Council (elected leadership of homeless coalitions)*
- *Attending and presenting information and trainings on trends, best practices and legislation to monthly homeless coalition meetings (approximately 150 meetings per year)*

Following the Federal Strategic Plan, *Opening Doors*, the LA CoC has prioritized three key goals: ending chronic homelessness; preventing and ending veteran homelessness; and preventing and ending homelessness for families, youth, and children. LAHSA requires all applicants for new CoC funding to allocate 100% of their units to the chronically homeless.

LAHSA hosts quarterly meetings with the five entitlement cities (Compton, El Monte, Inglewood, South Gate and Pomona). In 2015-2016 LAHSA began discussions with these jurisdictions to organize coordination efforts and ensure the best possible collaboration to strengthen the LA CoC. In 2016-2017 LAHSA and entitlement cities will coordinate on four policy priorities:

- *Increasing and diversifying stakeholder participation in the LA CoC*
- *Redesigning the LA CoC Governance structure*
- *Aligning the LA CoC planning process*
- *Increasing coverage and data quality in HMIS*

To develop and implement the Homeless Families Solutions System (HFSS) and the Coordinated Entry System (CES) for individuals, LAHSA and the LA CoC consulted and coordinated closely with Los Angeles County Departments of Mental Health (DMH), Public Health (DPH), and Public Social Services (DPSS). DPSS has realigned approximately \$6.8 million in homeless services program funding for the FSS. DPSS also allocated an additional \$3.5 million later that year from a new funding source-State Housing Support Program.

In December 2015, a homelessness prevention pilot totaling \$2 million was awarded from the Board of Supervisors. The Los Angeles County Homeless Initiative, Strategy A1, was modeled after this homeless prevention pilot program. Through Strategy A1, LAHSA and DPSS will co-lead an integrated homeless prevention program for families which draws on HFSS and other prevention models, and builds on County homeless prevention funding sources. Services for this prevention model is scheduled to begin by June 30, 2016.

LAHSA also hosts a regular monthly HFSS Collaborative as well as biweekly management meetings to solicit provider feedback regarding the use of ESG funding. Provider feedback has already resulted in several programmatic enhancements to both the rapid re-housing program component and the coordinated access component of the HFSS.

LAHSA will continue to work closely with the Los Angeles County Department of Children & Family Services (DCFS), Department of Health Services (DHS), Department of Mental Health (DMH), and the Los Angeles County Sheriff's Department who all have requirements stipulated by State law or County regulations requiring effective discharge planning and specific transition plans to ensure that individuals and families are not discharged into homelessness. The CDC has consulted with the CoC to determine how to allocate ESG funds for eligible activities such as developing the performance standards; and policies, and procedures for the operation and administration of the HMIS.

Specifically, the CDC consulted with the LAHSA Commission, which has been designated as the lead governing body of the CoC. The ten member Board of Commissioners consists of five members appointed by the Mayor and confirmed by City Council, and one by each of the five County Supervisors.

### ***Homeless Participation***

As described above, the LA CoC has convened a Coordinating Council made up of community leaders representing each of the eight Service Planning Areas throughout the CoC. This body is instrumental in making decisions regarding CoC priorities and in providing final recommendations to the LAHSA Board of Commissioners for renewal and new CoC awards. The current makeup of this coordinating council includes four formerly homeless individuals.

Also, as part of the Los Angeles County Homeless Initiative, LAHSA convened a series of Homeless Focus Groups from October to December 2015. The focus groups included current and former homeless individuals representing all demographic subgroups to actively participate in providing feedback, discussing issues and recommendations to inform the County's homeless strategy process.

The focus groups discussed current and potential policy and program barrier to stable housing, gaps in supportive services and resources, and recommendations to barriers identified. The most common themes of challenges identified related to prevention, barriers to accessing services, and a lack of coordination or exit strategies when exiting institutions. Recommendations included; using a Housing First approach, increased integration of services, and a need to focus on homeless prevention. The findings and recommendations of the Homeless Focus Groups were presented to the LAHSA Commission and will be used to guide policy and planning efforts in 2016-2017.

Additionally, homeless and formerly homeless individuals and families participate in the public monthly Policy and Planning Committee meetings, the Programs and Evaluations Committee meetings and the full Commission meetings.

## F. PERFORMANCE MEASURES

The performance outcomes LAHSA utilizes to evaluate programs are based on a combination of federal sources and regulations, best practices, and continuum priorities. These standards are further developed by service providers and community members in a process facilitated by LAHSA staff. Finalized performance outcomes are presented to the LAHSA Commission for approval and adoption annually. The table below details the ESG performance measures by project type.

<b>Table V.2</b> <b>Performance Measures</b> Los Angeles Urban County 2015-2016	
<b>Performance Standard</b>	<b>Applies To</b>
Placement of those served into Emergency Shelters, Transitional Housing, Safe Havens, or Permanent Housing. CoC goal: 65%.	Day Shelters Street Outreach
Placement of those served into Permanent Housing. CoC goal: 25%.	Street Outreach
Connection of those with physical disabilities, developmental disabilities, chronic health issues, HIV/AIDS, mental health issues, and/or substance abuse issues to services that address those conditions. CoC goal: 35%	Street Outreach
Bed / unit utilization rates. CoC goal: 95%	Emergency Shelters
Placement of those exited into Permanent Housing. CoC goal: 30%	Emergency Shelters
Increasing income from mainstream benefits or employment. CoC goal: 20%	Emergency Shelters
Of those Exiting to Permanent Housing, minimize Returns to Homelessness: 10%	Emergency Shelters
Placement of those served into Permanent Housing. CoC goal: 85%.	Rapid Re-Housing
Permanent Housing Placement within 90 Days. CoC goal: 70%.	Rapid Re-Housing
Of those Exiting to Permanent Housing, minimize Returns to Homelessness: 10%	Rapid Re-Housing
Increase Income from all sources: 20%	Rapid Re-Housing
Complete and accurate HMIS data entered by providers. CoC goal: 95%	All programs



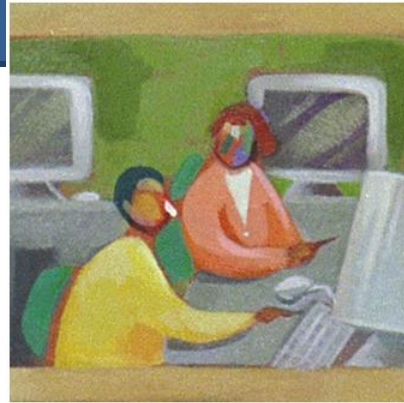
In addition, LAHSA has implemented a quarterly report that uses HMIS to track:

- Housing placement
- Bed occupancy and turnover rates
- Length of time in program
- Return to Homelessness
- Diversion from emergency shelters
- Service linkages for those with specific barriers
- Employment rates
- Mainstream benefit rates
- Data Quality

Finally, LAHSA has developed a set of funding principles that outline overall performance standards for all funded programs. These standards are used to help determine whether a potential or currently funded program is meeting the needs of the CoC. These standards evaluate the extent to which each program:

- Emphasizes housing
- Targets its services to the chronically homeless, veterans, families, and youth
- Successfully places clients into permanent supportive housing
- Meets the HUD performance standards of placement in permanent housing and increased income from all sources.
- Helps solve local and regional homelessness
- Demonstrates integration into the system of care of its community and the CoC
- Is cost effective
- Can become fully operational within a reasonable amount of time after receiving a funding award

# Appendices



**A: Certifications**

**B: Community Meeting Comments and Responses**

**C: Community Meeting Notice and List of Publications**

**D: Public Hearing Notice and List of Publications**

**E: Comments and Board Approval**

**F: Coding Terms and Definitions**

**G: Geographic Index**

**H: Glossary of Terms**

**I: CDBG Allocations**

**J: Homeless Prevention and Discharge Policies**

**K: Public Service and Administration Activities**

**L: Revised Citizen Participation Plan**

## Appendix A: Certifications

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Community Development Commission  
of the  
County of Los Angeles

## CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** --The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** --It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Anti-Lobbying** --To the best of the jurisdiction's knowledge and belief:

1 No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2 If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3 It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** --The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** --It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

\_\_\_\_\_  
Signature/Authorized Official

6/1/16  
Date

## Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation** --It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** --Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan** --It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds** --It has complied with the following criteria:

- 1 Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
- 2 Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2012, 2013, 2014 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
- 3 Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** --It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its

jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance With Anti-discrimination laws** --The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint** --Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

**Compliance with Laws** --It will comply with applicable laws.

\_\_\_\_\_  
Signature/Authorized Official

6/1/16  
Date

Executive Director  
Title

**OPTIONAL  
CERTIFICATION CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

N/A  
Signature/Authorized Official

6/1/16  
Date

Executive Director  
Title

## Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** --If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs** --it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance** --before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

\_\_\_\_\_  
Signature/Authorized Official

6/1/16  
Date

Executive Director  
Title



## ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

**Major rehabilitation/conversion** – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services ( including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

**Matching Funds** – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

**Confidentiality** – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

**Consolidated Plan** – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction’s consolidated plan.

**Discharge Policy** – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from

publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

\_\_\_\_\_  
Signature/Authorized Official

6/1/16  
Date

Executive Director  
Title

## HOPWA Certifications

The HOPWA grantee certifies that:

**Activities** --Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** --Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

- 1 For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
- 2 For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

NA  
Signature/Authorized Official

6/1/16  
Date

Executive Director  
Title

## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING:**

#### **A. Lobbying Certification**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 18, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

## Appendix B: Community Meetings Comments and Responses

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## **Appendix B: Community Meetings Comments and Responses First District**

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Community Development Commission  
of the  
County of Los Angeles

## **Community Development Commission**

January 25, 2016

TO: Russell Horning, Deputy, 1<sup>st</sup> District

FROM:  Scott Stevenson, Director  
Community Development Division

**SUBJECT: RESIDENT INPUT RECEIVED FROM THE COMMUNITY MEETING AND  
RESIDENT SURVEY**

As part of the U.S. Department of Housing and Urban Development's (HUD) citizen participation requirements for the Annual Action Plan, the Community Development Commission (CDC) held a Community Meeting at the CDC Headquarters on November 5, 2015 and also administered a Resident Survey throughout the County.

### **Background**

The CDC develops the Annual Action Plan to take part in HUD's Urban County Program and as a condition of receiving Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grants (ESG) funding. This upcoming 2016-2017 Action Plan covers the fourth of the five (5) program years of the 2013–2018 Housing and Community Development Consolidated Plan for the Los Angeles Urban County (Consolidated Plan).

The Consolidated Plan contains objectives that address a broad range of priority needs related to affordable housing, public housing, homelessness, and non-housing community development. The Annual Action Plan specifically describes the proposed projects the CDC, supported by the County, plans to undertake in the coming Program Year to carry out the long-term objectives in the Consolidated Plan.

### **Purpose**

Prior to the development of the Annual Action Plan, the CDC works with each of the Supervisorial Districts in March through the Community Resource Investment Strategy (CRIS) to strategize how best to allocate CDBG funding for the upcoming Program Year. To facilitate prioritizing funding, the CDC annually administers a survey so that residents can rate the importance of various eligible activities allowed under the CDBG, HOME, and ESG Programs. The results of the survey are intended to assist you in prioritizing CDBG funding in your District for Fiscal Year 2016-2017 through the annual CRIS process.

### **Outreach**

The First District received three (3) types of mailings depending on the desired level of outreach (see table below). Based on this approach, residents received either a survey and a flier or just the flier. Public housing residents received a package that included both the survey and the flier. District outreach was targeted to the residents living within the unincorporated Valinda area. The public housing package was sent to the residents of the Francisquito Villa Senior Housing Development, located at 14622 Francisquito Ave., La Puente, CA 91746. The flier publicized both the community meeting and survey. For those residents that could not attend the community meeting, they had the option to either mail in the survey or complete it online.

Type of Outreach	Materials Mailed	Number Mailed
Focused	Resident Survey and Flier	3,000
Standard	Flier only	3,000
Public Housing	Public Housing Package (Survey and Flier)	89

### Community Meeting

The CDC held the Community Meeting at the CDC Headquarters on November 5, 2015, from 2:00-3:00 p.m. A total of 16 residents attended, of which six (6) were from the First District.

Designed to allow residents to take part in planning the allocation of CDBG, HOME, and ESG funds, the meeting highlighted current eligible activities through a presentation. The presentation explained the planning process and how the residents can provide input on the use of the three (3) funding sources in their community. Next, residents completed the Resident Survey which recorded their needs on housing and community development activities. Lastly, staff walked the residents through our new Action Plan website at [www.lacdc.org/annualactionplan](http://www.lacdc.org/annualactionplan) which enables residents to keep in touch with us during the planning process. The new website also allows them to access resources available throughout the County.

### Survey Results

As mentioned above, the results of the survey are intended to assist you in prioritizing CDBG funding in your District for Fiscal Year 2016-2017 through the annual CRIS process. You will find the results of the survey within the following three (3) attachments:

- Attachment I includes the results for the First District.
  - The tabulated numbers include the average rate of response, as well as the top five (5) needs identified by the residents.
- Attachment II includes comments made on the surveys.
- Attachment III includes overall Countywide survey results.

Community interest was strong with a total of 870 surveys received throughout the County and 159 received from First District residents. Of those received from residents within the First District:

- 127 were received by mail;
- 26 were submitted online; and
- six (6) were collected at the community meeting.

We also handed out a "Thank You" card to residents that were in attendance at the community meeting. The card encourages residents to view the survey results on the CDC's website, and lets them know that the Annual Action Plan, containing the proposed CDBG activities for FY 2016-2017, will be available for review in April. Residents that provided their email addresses on the survey were also notified.



Russell Horning, Deputy, 1<sup>st</sup> District  
January 25, 2016  
Page 3

If you have any questions, please contact Linda Jenkins, Community Development Division – Grants Management Unit Manager, at (626) 586-1765.

SS:LJ:RB:RBW:rb  
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Attachments



## COMMUNITY DEVELOPMENT COMMISSION OF THE COUNTY OF LOS ANGELES

### FIRST DISTRICT RESIDENT SURVEY RESULTS

#### UNINCORPORATED VALINDA AND FRANCISQUITO VILLA SENIOR HOUSING DEVELOPMENT

Responses Received via Mail: 127  
Responses Received Online: 26  
Responses Received at the Meeting: 6

**Total Responses Received: 159**  
*Total includes 15 Public Housing resident responses.*

#### TOP FIVE (5) NEEDS IDENTIFIED:

Anti-Crime Programs:	3.60
Street Lighting:	3.51
Educational Services:	3.48
Health Services:	3.48
Healthcare Facilities:	3.43

For each of the following subcategories, residents ranked every item listed in order of need, from 1 to 4, with 1 indicating the lowest need and 4 indicating the highest need. The average responses for each item are indicated below for each category on the survey. The items in bold had the highest ratings within each category.

#### 1. **Community Services:**

Anti-Crime Programs	3.60
Childcare Services	3.05
Educational Services	3.48
Health Services	3.48
Senior Activities	3.34
Youth Services	3.32
Fair Housing Education	2.94
Tenant/Landlord Counseling	2.63

#### 3. **Infrastructure Projects:**

Drainage Improvements	3.38
Sidewalk Improvements	3.36
Street/Alley Improvements	3.34
<b>Street Lighting</b>	3.51
Water/Sewer Improvements	3.40
Public Transit Improvements	3.18

#### 2. **Community Facilities:**

Childcare Centers	3.06
Community Centers	3.30
<b>Healthcare Facilities</b>	3.43
Park and Recreational Facilities	3.37
Senior Centers	3.29
Youth Centers	3.32
Libraries	3.36

#### 4. **Neighborhood Services:**

Code Enforcement	3.07
<b>Graffiti Removal</b>	3.40
Parking Facilities	2.84
Trash and Debris Removal	3.32
Tree Planting	2.88

*Continues on next page.*

**5. Special Needs Services:**

Accessibility Improvements	3.01
Disabled Centers and Services	3.14
Domestic Violence Services	3.13
HIV/AIDS Centers and Services	2.86
Mental Health Services	3.21
Neglected/Abused Children Centers and Services	3.27
Substance Abuse Services	3.15
<b>Services for the Elderly and Frail Elderly</b>	<b>3.38</b>
Homeless Prevention Services	3.27
Emergency Homeless Shelters	3.20
Transitional Homeless Shelters	3.15
Helping Homeless Find Permanent Housing	3.29
Other Housing Services for the Homeless	3.17

**6. Business and Job Opportunities:**

<b>Employment Training</b>	<b>3.39</b>
Commercial/Industrial Improvements	2.94
Micro-Enterprise Assistance	2.68
Job Creation/Retention	3.25
Small Business Assistance	2.94
Storefront Improvements	2.90
Business District Revitalization	2.92
Access to Venture Capital	2.74
Business Recruitment	2.86
Business Expansion Assistance	2.82
Technical Assistance	2.89

**7. Housing:**

Affordable For-Sale Housing	3.23
Affordable For-Rent Housing	3.15
Disabled Housing	3.03
Fair Housing	3.25
<b>Homeownership Assistance</b>	<b>3.30</b>
Residential Rehabilitation	3.21
Senior Housing	3.28
Assisted Rental Housing	2.97
Housing Demolition	2.46
New Rental Construction	2.81
<b>Energy Efficient Retrofits</b>	<b>3.30</b>

## 1<sup>ST</sup> DISTRICT COMMENTS MADE ON THE SURVEYS

### 91744 (Unincorporated Valinda area)

#### Resident 1

- The Commander of Industry claims to be understaffed, that is why there is so much crime!!!

#### Resident 2

- We live on Maplegrove St., La Puente, CA 91744. You should really consider installing speed bumps to slow down heavy traffic. People race down the street night and day risking injury to pedestrians and homeowners. Each stop sign is too far apart from one another. In fact, at least several miles apart. Thank you.

#### Resident 3

- Definitely need street lights. It's very dark at night.
- Disabled persons need sidewalks.
- Sidewalk Improvements – we do not have sidewalks.
- Public Transit Improvements – Access paratransit does not pick up my disabled son at site 2 Citrus College. They leave him there. Fire those drivers!!

#### Resident 4

- Attention! Need no parking overnight and red curbs. The parking is a mess. I can't even get out of my driveways sometimes. Landlords rent to too many people in apartments and it causes parking issues. They rent to 3 and 4 families in one apartment. It is not from the homeowners. I've been a homeowner for 42 years and never seen it so bad. 15700 block of Francisquito Ave., La Puente.

#### Resident 5

- Do you have a plan for the state mandated water reclamation/drain storage to relieve the drought?

#### Resident 6

- We need a community garden for educational and food assistance for the community.

#### Resident 7

- Sidewalks are really needed on Valinda Ave. between Francisquito Ave. and Maple Grove Ave. I've seen enough people walking and biking get hit by cars because there is no sidewalk built. I've been writing and requesting to the City of La Puente but have had no response. Please consider this. Thanks!!!

### 91746 (Francisquito Villa Senior Housing in La Puente, CA)

#### Resident 1

- Public Housing resident – 14622 Francisquito #104, La Puente, CA
- I am an honors graduate from Mt. Sac and have a bachelor's degree from Cal Poly Tech.
- I am a current disabled student at Mt. Sac. I was hoping to continue my education but got Hep C back three times and then breast cancer in 2008.
- Please they are trying to evict me because I refuse to live in fear. Last Manager for 5 years never did office hours but lived in the apartment.

*Continues on next page.*

- I tried to address the Board of Trustees but when I pick up three minute card to speak I don't get to speak.
- My dying wish is to see these people have healthy sanitary conditions and social programs in place.
- I've requested to be picked up to address the Board but nobody came.
- I've complained in El Monte and got no response.
- Help me please. I live in HUD Housing, Francisquito Villa Senior/disabled. They are kicking people out. When I moved into my apartment, it was so unsanitary with cockroaches and maggots. And, the carpet needed replacing.
- Management does not make repairs to the inside of the building. Money is spent only on the outside.
- My Doctor has given letters.
- I get write ups for nothing. I've been handcuffed twice. There is no HUD housing police.
- I get charged for plumbing problems.
- My cars has been towed twice.
- They want to evict me because I tell them I am fed up with the cockroaches.
- I have had no heating and air conditioning.
- Help us please. "I beg you." Black mold in medicine cabinet. Cockroaches all over – this place needs to be tented rather than a new paint job or concrete parking lot.
- This Management has bad people. Maintenance will come in and out as they please without a 24-hour notice.
- Why raise rent when you get a gift from the federal government? Most of us are below poverty.
- There are no social programs and wheel chairs can't go on the patio because there is no ramp. This is a American Disability Act of 1999 violation.
- Vents have not been cleaned in years.
- They evict people who speak out. People live in fear of being homeless.



## COMMUNITY DEVELOPMENT COMMISSION OF THE COUNTY OF LOS ANGELES

### COUNTYWIDE RESIDENT SURVEY RESULTS

Responses Received via Mail:	627
Responses Received Online:	228
Responses Received at the Meeting:	15

**Total Responses Received: 870**  
Total includes 76 Public Housing resident responses.

#### TOP FIVE (5) NEEDS IDENTIFIED:

<b>Anti-Crime Programs:</b>	<b>3.28</b>
<b>Drainage Improvements:</b>	<b>3.26</b>
<b>Health Services:</b>	<b>3.21</b>
<b>Parks and Recreation Facilities:</b>	<b>3.25</b>
<b>Trash and Debris Removal:</b>	<b>3.19</b>

For each of the following subcategories, residents ranked every item listed in order of need, from 1 to 4, with 1 indicating the lowest need and 4 indicating the highest need. The average responses for each item are indicated below for each subcategory on the survey. The items in bold had the highest ratings within each category.

#### 1. **Community Services:**

<b>Anti-Crime Programs</b>	<b>3.28</b>
Childcare Services	2.72
Educational Services	3.13
Health Services	3.21
Senior Activities	3.07
Youth Services	3.02
Fair Housing Education	2.55
Tenant/Landlord Counseling	2.42

#### 3. **Infrastructure Projects:**

<b>Drainage Improvements</b>	<b>3.26</b>
Sidewalk Improvements	2.87
Street/Alley Improvements	3.04
Street Lighting	2.89
Water/Sewer Improvements	3.07
Public Transit Improvements	3.02

#### 2. **Community Facilities:**

Childcare Centers	2.76
Community Centers	3.01
Healthcare Facilities	3.17
<b>Park and Recreational Facilities</b>	<b>3.25</b>
Senior Centers	3.05
Youth Centers	3.04
Libraries	3.17

#### 4. **Neighborhood Services:**

Code Enforcement	2.77
Graffiti Removal	2.98
Parking Facilities	2.63
<b>Trash and Debris Removal</b>	<b>3.19</b>
Tree Planting	2.79

*Continues on next page.*

**5. Special Needs Services:**

Accessibility Improvements	2.68
Disabled Centers and Services	2.79
Domestic Violence Services	2.72
HIV/AIDS Centers and Services	2.39
Mental Health Services	2.92
Neglected/Abused Children Centers and Services	2.88
Substance Abuse Services	2.83
<b>Services for the Elderly and Frail Elderly</b>	<b>3.18</b>
Homeless Prevention Services	2.98
Emergency Homeless Shelters	2.91
Transitional Homeless Shelters	2.86
Helping Homeless Find Permanent Housing	2.98
Other Housing Services for the Homeless	2.83

**6. Business and Job Opportunities:**

Employment Training	2.92
Commercial/Industrial Improvements	2.55
Micro-Enterprise Assistance	2.50
<b>Job Creation/Retention</b>	<b>2.94</b>
Small Business Assistance	2.83
Storefront Improvements	2.55
Business District Revitalization	2.54
Access to Venture Capital	2.46
Business Recruitment	2.52
Business Expansion Assistance	2.46
Technical Assistance	2.60

**7. Housing:**

Affordable For-Sale Housing	2.89
Affordable For-Rent Housing	2.96
Disabled Housing	2.82
Fair Housing	2.92
Homeownership Assistance	2.85
Residential Rehabilitation	2.70
Senior Housing	2.98
Assisted Rental Housing	2.60
Housing Demolition	2.18
New Rental Construction	2.40
<b>Energy Efficient Retrofits</b>	<b>3.05</b>

## **Appendix B: Community Meetings Comments and Responses Second District**

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Community Development Commission  
of the  
County of Los Angeles



## **Community Development Commission**

January 25, 2016

TO: Dorinne Jordan, Senior Deputy, 2<sup>nd</sup> District

FROM:  Scott Stevenson, Director  
Community Development Division

**SUBJECT: RESIDENT INPUT RECEIVED FROM THE COMMUNITY MEETING AND RESIDENT SURVEY**

As part of the U.S. Department of Housing and Urban Development's (HUD) citizen participation requirements for the Annual Action Plan, the Community Development Commission (CDC) held a Community Meeting at the CDC Headquarters on November 5, 2015 and also administered a Resident Survey throughout the County.

### **Background**

The CDC develops the Annual Action Plan to take part in HUD's Urban County Program and as a condition of receiving Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grants (ESG) funding. This upcoming 2016-2017 Action Plan covers the fourth of the five (5) program years of the 2013–2018 Housing and Community Development Consolidated Plan for the Los Angeles Urban County (Consolidated Plan).

The Consolidated Plan contains objectives that address a broad range of priority needs related to affordable housing, public housing, homelessness, and non-housing community development. The Annual Action Plan specifically describes the proposed projects the CDC, supported by the County, plans to undertake in the coming Program Year to carry out the long-term objectives in the Consolidated Plan.

### **Purpose**

Prior to the development of the Annual Action Plan, the CDC works with each of the Supervisorial Districts in March through the Community Resource Investment Strategy (CRIS) to strategize how best to allocate CDBG funding for the upcoming Program Year. To facilitate prioritizing funding, the CDC annually administers a survey so that residents can rate the importance of various eligible activities allowed under the CDBG, HOME, and ESG Programs. The results of the survey are intended to assist you in prioritizing CDBG funding in your District for Fiscal Year (FY) 2016-2017 through the annual CRIS process.

### **Outreach**

The Second District received three (3) types of mailings depending on the desired level of outreach (see table below). Based on this approach, residents received either a survey and a flier or just the flier. Public housing residents received a package that included both the survey and the flier. District outreach was targeted to the residents living within the unincorporated Florence-Firestone area. The public housing package was sent to the residents of the South Bay Gardens Senior Housing Development, located at 230 E. 130<sup>th</sup> Street, Los Angeles, CA 90061. The flier publicized both the community meeting and survey. For those residents that could not attend the community meeting, they had the option to either mail in the survey or complete it online.

Type of Outreach	Materials Mailed	Number Mailed
Focused	Resident Survey and Flier	3,000
Standard	Flier only	3,000
Public Housing	Public Housing Package (Survey and Flier)	100

### **Community Meeting**

The CDC held the Community Meeting at the CDC Headquarters on November 5, 2015, from 2:00-3:00 p.m. A total of 16 residents attended, of which six (6) were from the Second District.

Designed to allow residents to take part in planning the allocation of CDBG, HOME, and ESG funds, the meeting highlighted current eligible activities through a presentation. The presentation explained the planning process and how the residents can provide input on the use of the three (3) funding sources in their community. Next, residents completed the Resident Survey which recorded their needs on housing and community development activities. Lastly, staff walked the residents through our new Action Plan website at [www.lacdc.org/annualactionplan](http://www.lacdc.org/annualactionplan) which enables residents to keep in touch with us during the planning process. The new website also allows them to access resources available throughout the County.

### **Survey Results**

As mentioned above, the results of the survey are intended to assist you in prioritizing CDBG funding in your District for FY 2016-2017 through the annual CRIS process. You will find the results of the survey within the following three (3) attachments:

- Attachment I includes the results for the Second District;
  - The tabulated numbers include the average rate of response, as well as the top five (5) needs identified by the residents.
- Attachment II includes comments made on the surveys; and
- Attachment III includes overall Countywide survey results.

Community interest was strong with a total of 870 surveys received throughout the County and 106 received from Second District residents. Of those received from residents within the Second District:

- 84 were received by mail;
- 16 were submitted online; and
- six (6) were collected at the community meeting.

We also handed out a “Thank You” card to residents that were in attendance at the community meeting. The card encourages residents to view the survey results on the CDC’s website, and lets them know that the Annual Action Plan, containing the proposed CDBG activities for FY 2016-2017, will be available for review in April. Residents that provided their e-mail addresses on the survey were also notified.

Dorinne Jordan, Senior Deputy, 2<sup>nd</sup> District  
January 25, 2016  
Page 3

If you have any questions, please contact Linda Jenkins, Community Development Division – Grants Management Unit Manager, at (626) 586-1765.

SS:LJ:RB:RBW:rb

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Attachments



## COMMUNITY DEVELOPMENT COMMISSION OF THE COUNTY OF LOS ANGELES

### SECOND DISTRICT RESIDENT SURVEY RESULTS

#### UNINCORPORATED FLORENCE-FIRESTONE AND SOUTH BAY GARDENS SENIOR HOUSING DEVELOPMENT

Responses Received via Mail:	84
Responses Received Online:	16
Responses Received at the Meeting:	6

**Total Responses Received: 106**  
*Total includes 25 Public Housing resident responses.*

#### TOP FIVE (5) NEEDS IDENTIFIED:

<b>Trash and Debris Removal:</b>	<b>3.68</b>
<b>Anti-Crime Programs:</b>	<b>3.65</b>
<b>Services for the Elderly and Frail Elderly:</b>	<b>3.64</b>
<b>Street/Alley Improvements:</b>	<b>3.63</b>
<b>Graffiti Removal:</b>	<b>3.60</b>

For each of the following subcategories, residents ranked every item listed in order of need, from 1 to 4, with 1 indicating the lowest need and 4 indicating the highest need. The average responses for each item are indicated below for each category on the survey. The items in bold had the highest ratings within each category.

#### 1. **Community Services:**

<b>Anti-Crime Programs</b>	<b>3.65</b>
Childcare Services	3.24
Educational Services	3.47
Health Services	3.59
Senior Activities	3.51
Youth Services	3.55
Fair Housing Education	3.42
Tenant/Landlord Counseling	3.31

#### 2. **Community Facilities:**

Childcare Centers	3.23
Community Centers	3.48
<b>Healthcare Facilities</b>	<b>3.56</b>
Park and Recreational Facilities	3.43
Senior Centers	3.50
Youth Centers	3.49
Libraries	3.44

#### 3. **Infrastructure Projects:**

Drainage Improvements	3.40
Sidewalk Improvements	3.50
<b>Street/Alley Improvements</b>	<b>3.63</b>
Street Lighting	3.49
Water/Sewer Improvements	3.37
Public Transit Improvements	3.54

#### 4. **Neighborhood Services:**

Code Enforcement	2.99
Graffiti Removal	3.60
Parking Facilities	3.39
<b>Trash and Debris Removal</b>	<b>3.68</b>
Tree Planting	3.27

*Continues on next page.*

**5. Special Needs Services:**

Accessibility Improvements	3.32
Disabled Centers and Services	3.43
Domestic Violence Services	3.34
HIV/AIDS Centers and Services	3.15
Mental Health Services	3.43
Neglected/Abused Children Centers and Services	3.52
Substance Abuse Services	3.49
<b>Services for the Elderly and Frail Elderly</b>	<b>3.64</b>
Homeless Prevention Services	3.53
Emergency Homeless Shelters	3.55
Transitional Homeless Shelters	3.54
Helping Homeless Find Permanent Housing	3.51
Other Housing Services for the Homeless	3.45

**6. Business and Job opportunities:**

<b>Employment Training</b>	<b>3.56</b>
Commercial/Industrial Improvements	3.13
Micro-Enterprise Assistance	3.07
Job Creation/Retention	3.54
Small Business Assistance	3.19
Storefront Improvements	3.23
Business District Revitalization	3.12
Access to Venture Capital	2.86
Business Recruitment	3.03
Business Expansion Assistance	2.99
Technical Assistance	3.09

**7. Housing:**

Affordable For-Sale Housing	3.49
Affordable For-Rent Housing	3.46
Disabled Housing	3.52
<b>Fair Housing</b>	<b>3.59</b>
Homeownership Assistance	3.55
Residential Rehabilitation	3.44
<b>Senior Housing</b>	<b>3.59</b>
Assisted Rental Housing	3.30
Housing Demolition	2.96
New Rental Construction	3.36
Energy Efficient Retrofits	3.56

## **2<sup>ND</sup> DISTRICT COMMENTS MADE ON THE SURVEYS**

### **90001 (Unincorporated Florence-Firestone)**

#### **Resident 1**

- I have called the County to trim county sidewalk trees every year. They have only trimmed the county sidewalk trees once in eight (8) years.
- No more trees please. They use too much water and the County never trims those in the right of way.
- Thank you for removing the graffiti. I see you working to remove it daily.

#### **Resident 2**

- Please, Los Angeles is bad in regards to the streets being so dirty and so much violence.

#### **Resident 3**

- Control of street vendors to avoid so much debris/trash on the streets.

### **90061 (South Bay Gardens - Senior housing in City of Los Angeles)**

#### **Resident 1**

- Public Housing resident – Please Help! I live in South Bay Gardens. You need to do something about the Bloods. This gang is active across the fence from this location and a lot of crime is caused by them.



## COMMUNITY DEVELOPMENT COMMISSION OF THE COUNTY OF LOS ANGELES

### COUNTYWIDE RESIDENT SURVEY RESULTS

Responses Received via Mail: 627  
Responses Received Online: 228  
Responses Received at the Meeting: 15

**Total Responses Received: 870**  
*Total includes 76 Public Housing resident responses.*

#### TOP FIVE (5) NEEDS IDENTIFIED:

<b>Anti-Crime Programs:</b>	<b>3.28</b>
<b>Drainage Improvements:</b>	<b>3.26</b>
<b>Health Services:</b>	<b>3.21</b>
<b>Parks and Recreation Facilities:</b>	<b>3.25</b>
<b>Trash and Debris Removal:</b>	<b>3.19</b>

For each of the following subcategories, residents ranked every item listed in order of need, from 1 to 4, with 1 indicating the lowest need and 4 indicating the highest need. The average responses for each item are indicated below for each subcategory on the survey. The items in bold had the highest ratings within each category.

#### 1. **Community Services:**

<b>Anti-Crime Programs</b>	<b>3.28</b>
Childcare Services	2.72
Educational Services	3.13
Health Services	3.21
Senior Activities	3.07
Youth Services	3.02
Fair Housing Education	2.55
Tenant/Landlord Counseling	2.42

#### 3. **Infrastructure Projects:**

<b>Drainage Improvements</b>	<b>3.26</b>
Sidewalk Improvements	2.87
Street/Alley Improvements	3.04
Street Lighting	2.89
Water/Sewer Improvements	3.07
Public Transit Improvements	3.02

#### 2. **Community Facilities:**

Childcare Centers	2.76
Community Centers	3.01
Healthcare Facilities	3.17
<b>Park and Recreational Facilities</b>	<b>3.25</b>
Senior Centers	3.05
Youth Centers	3.04
Libraries	3.17

#### 4. **Neighborhood Services:**

Code Enforcement	2.77
Graffiti Removal	2.98
Parking Facilities	2.63
<b>Trash and Debris Removal</b>	<b>3.19</b>
Tree Planting	2.79

*Continues on next page.*

**5. Special Needs Services:**

Accessibility Improvements	2.68
Disabled Centers and Services	2.79
Domestic Violence Services	2.72
HIV/AIDS Centers and Services	2.39
Mental Health Services	2.92
Neglected/Abused Children Centers and Services	2.88
Substance Abuse Services	2.83
<b>Services for the Elderly and Frail Elderly</b>	<b>3.18</b>
Homeless Prevention Services	2.98
Emergency Homeless Shelters	2.91
Transitional Homeless Shelters	2.86
Helping Homeless Find Permanent Housing	2.98
Other Housing Services for the Homeless	2.83

**6. Business and Job Opportunities:**

Employment Training	2.92
Commercial/Industrial Improvements	2.55
Micro-Enterprise Assistance	2.50
<b>Job Creation/Retention</b>	<b>2.94</b>
Small Business Assistance	2.83
Storefront Improvements	2.55
Business District Revitalization	2.54
Access to Venture Capital	2.46
Business Recruitment	2.52
Business Expansion Assistance	2.46
Technical Assistance	2.60

**7. Housing:**

Affordable For-Sale Housing	2.89
Affordable For-Rent Housing	2.96
Disabled Housing	2.82
Fair Housing	2.92
Homeownership Assistance	2.85
Residential Rehabilitation	2.70
Senior Housing	2.98
Assisted Rental Housing	2.60
Housing Demolition	2.18
New Rental Construction	2.40
<b>Energy Efficient Retrofits</b>	<b>3.05</b>



## **Appendix B: Community Meetings Comments and Responses Third District**

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Community Development Commission  
of the  
County of Los Angeles

## **Community Development Commission**

January 25, 2016

TO: Molly Rysman, Deputy for Housing and Homelessness Services, 3<sup>rd</sup> District

FROM:  Scott Stevenson, Director  
Community Development Division

**SUBJECT: RESIDENT INPUT RECEIVED FROM THE COMMUNITY MEETING AND RESIDENT SURVEY**

As part of the U.S. Department of Housing and Urban Development's (HUD) citizen participation requirements for the Annual Action Plan, the Community Development Commission (CDC) held a Community Meeting at the CDC Headquarters on November 5, 2015 and also administered a Resident Survey throughout the County.

### **Background**

The CDC develops the Annual Action Plan to take part in HUD's Urban County Program and as a condition of receiving Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grants (ESG) funding. This upcoming 2016-2017 Action Plan covers the fourth of the five (5) program years of the 2013–2018 Housing and Community Development Consolidated Plan for the Los Angeles Urban County (Consolidated Plan).

The Consolidated Plan contains objectives that address a broad range of priority needs related to affordable housing, public housing, homelessness, and non-housing community development. The Annual Action Plan specifically describes the proposed projects the CDC, supported by the County, plans to undertake in the coming Program Year to carry out the long-term objectives in the Consolidated Plan.

### **Purpose**

Prior to the development of the Annual Action Plan, the CDC works with each of the Supervisorial Districts in March through the Community Resource Investment Strategy (CRIS) to strategize how best to allocate CDBG funding for the upcoming Program Year. To facilitate prioritizing funding, the CDC annually administers a survey so that residents can rate the importance of various eligible activities allowed under the CDBG, HOME, and ESG Programs. The results of the survey are intended to assist you in prioritizing CDBG funding in your District for Fiscal Year (FY) 2016-2017 through the annual CRIS process.

### **Outreach**

The Third District received three (3) types of mailings depending on the desired level of outreach (see table below). Based on this approach, residents received either a survey and a flier or just the flier. Public housing residents received a package that included both the survey and the flier. District outreach was targeted to the residents living within the unincorporated Santa Monica Mountains, including Topanga. The public housing package was sent to the residents of the following public housing sites: Santa Monica RHCP (Family) sites located at 1855 9<sup>th</sup> St., 1450 14<sup>th</sup> St., and 2006 20<sup>th</sup> St., Santa Monica, CA 90404; Monica Manor (Family), 1901-1909 11th St., Santa Monica, CA 90405; and Ocean Park (Family/Senior), 175 Ocean Park Blvd., Santa Monica, CA 90405. The flier publicized both the community meeting and survey. For those residents that could not attend the community meeting, they had the option to either mail in the survey or complete it online.

Type of Outreach	Materials Mailed	Number Mailed
Focused	Resident Survey and Flier	3,000
Standard	Flier only	3,000
Public Housing	Public Housing Package (Survey and Flier)	82

### Community Meeting

The CDC held the Community Meeting at the CDC Headquarters on November 5, 2015, from 2:00-3:00 p.m. A total of 16 residents attended, of which one (1) was from the Third District.

Designed to allow residents to take part in planning the allocation of CDBG, HOME, and ESG funds, the meeting highlighted current eligible activities through a presentation. The presentation explained the planning process and how the residents can provide input on the use of the three (3) funding sources in their community. Next, residents completed the Resident Survey which recorded their needs on housing and community development activities. Lastly, staff walked the residents through our new Action Plan website at [www.lacdc.org/annualactionplan](http://www.lacdc.org/annualactionplan) which enables residents to keep in touch with us during the planning process. The new website also allows them to access resources available throughout the County.

### Survey Results

As mentioned above, the results of the survey are intended to assist you in prioritizing CDBG funding in your District for FY 2016-2017 through the annual CRIS process. You will find the results of the survey within the following three (3) attachments:

- Attachment I includes the results for the Third District;
  - The tabulated numbers include the average rate of response, as well as the top five (5) needs identified by the residents.
- Attachment II includes comments made on the surveys; and
- Attachment III includes overall Countywide survey results.

Community interest was strong with a total of 870 surveys received throughout the County and 255 received from Third District residents. Of those received from residents within the Third District:

- 138 were received by mail;
- 116 were submitted online; and
- one (1) was collected at the community meeting.

We also handed out a “Thank You” card to residents that were in attendance at the community meeting. The card encourages residents to view the survey results on the CDC’s website, and lets them know that the Annual Action Plan, containing the proposed CDBG activities for FY 2016-2017, will be available for review in April. Residents that provided their e-mail addresses on the survey were also notified.

Molly Rysman, Deputy for Housing and Homelessness Services, 3<sup>rd</sup> District  
January 25, 2016  
Page 3

If you have any questions, please contact Linda Jenkins, Community Development Division – Grants Management Unit Manager, at (626) 586-1765.

SS:LJ:RB:RBW:rb

K:\GMU COMMON\GPPA\PEST\Community Meetings\16-17 Comm Mtgs (Fall)\Community Meeting District Summaries\3rd District\3rd District Meeting Summary Memo.doc

Attachments



## COMMUNITY DEVELOPMENT COMMISSION OF THE COUNTY OF LOS ANGELES

### THIRD DISTRICT RESIDENT SURVEY RESULTS

#### UNINCORPORATED SANTA MONICA MOUNTAINS (INCLUDING TOPANGA) AND SANTA MONICA PUBLIC HOUSING SITES

Responses Received via Mail: 138  
Responses Received Online: 116  
Responses Received at the Meeting: 1

**Total Responses Received: 255**  
*Total includes 16 Public Housing resident responses.*

#### TOP FIVE (5) NEEDS IDENTIFIED:

Park and Recreational Facilities:	3.16
Drainage Improvements:	3.08
Libraries:	2.95
Public Transit Improvements:	2.94
Trash and Debris Removal:	2.89

For each of the following subcategories, residents ranked every item listed in order of need, from 1 to 4, with 1 indicating the lowest need and 4 indicating the highest need. The average responses for each item are indicated below for each subcategory on the survey. The items in bold had the highest ratings within each category.

#### 1. **Community Services:**

Anti-Crime Programs	2.62
Childcare Services	2.33
Educational Services	2.81
<b>Health Services</b>	<b>2.88</b>
Senior Activities	2.78
Youth Services	2.78
Fair Housing Education	1.91
Tenant/Landlord Counseling	1.88

#### 2. **Community Facilities:**

Childcare Centers	2.39
Community Centers	2.75
Healthcare Facilities	2.79
<b>Park and Recreational Facilities</b>	<b>3.16</b>
Senior Centers	2.76
Youth Centers	2.81
Libraries	2.95

#### 3. **Infrastructure Projects:**

<b>Drainage Improvements</b>	<b>3.08</b>
Sidewalk Improvements	2.06
Street/Alley Improvements	2.48
Street Lighting	2.01
Water/Sewer Improvements	2.69
Public Transit Improvements	2.94

#### 4. **Neighborhood Services:**

Code Enforcement	2.30
Graffiti Removal	2.32
Parking Facilities	2.09
<b>Trash and Debris Removal</b>	<b>2.89</b>
Tree Planting	2.55

*Continues on next page.*

**5. Special Needs Services:**

Accessibility Improvements	2.23
Disabled Centers and Services	2.20
Domestic Violence Services	2.06
HIV/AIDS Centers and Services	1.73
Mental Health Services	2.51
Neglected/Abused Children Centers and Services	2.21
Substance Abuse Services	2.38
<b>Services for the Elderly and Frail Elderly</b>	<b>2.83</b>
Homeless Prevention Services	2.51
Emergency Homeless Shelters	2.35
Transitional Homeless Shelters	2.36
Helping Homeless Find Permanent Housing	2.56
Other Housing Services for the Homeless	2.39

**6. Business and Job opportunities:**

Employment Training	2.11
Commercial/Industrial Improvements	1.82
Micro-Enterprise Assistance	2.10
Job Creation/Retention	2.25
<b>Small Business Assistance</b>	<b>2.47</b>
Storefront Improvements	1.94
Business District Revitalization	1.88
Access to Venture Capital	2.04
Business Recruitment	1.90
Business Expansion Assistance	1.90
Technical Assistance	2.11

**7. Housing:**

Affordable For-Sale Housing	2.49
Affordable For-Rent Housing	2.61
Disabled Housing	2.29
Fair Housing	2.42
Homeownership Assistance	2.31
Residential Rehabilitation	2.00
Senior Housing	2.44
Assisted Rental Housing	2.08
Housing Demolition	1.59
New Rental Construction	1.71
<b>Energy Efficient Retrofits</b>	<b>2.82</b>

### **3<sup>RD</sup> DISTRICT COMMENTS MADE ON THE SURVEYS**

#### **91301 (Unincorporated Santa Monica Mountains - Agoura/Oak Park area)**

Resident 1

- Traffic control at night urgently needed along Mulholland corridor.

Resident 2

- We need our streets improved by having the wires put underground. The City of Agoura Hills has done it right next door and now it looks even worse going into the National and State Park. We should be proud to have both in our unincorporated Los Angeles County. The Community needs to take care of our important resources.

Resident 3

- Affordable rental housing that is built thru the State Tax Credit Program is tainted and builds housing in which housing costs are far more expensive than market rate construction. The Tax Credit system encourages excess spending on development! We need affordable housing that is affordable to build!

#### **91302 (Unincorporated Santa Monica Mountains - Calabasas/Hidden Hills area)**

- Area is well to do and well served. What is needed is infrastructure upgrades (Mulholland Hwy needs complete re-paving, and phone and utility lines need to be buried).

#### **90290 (Unincorporated Topanga)**

Resident 1

- TRAINS NOW!!!

Resident 2

- This survey was not easy to follow.
- The Santa Monica Mountains could use more “senior” type of services. Our “Community House” serves more as a “rental house” and bumps senior services when a “rental” comes in.

Resident 3

- Limit development, enforce building codes.

Resident 4

- Sidewalks are needed.
- Water/Sewer Improvements – to replace septic tanks.

Resident 5

- Lowering water use issues – rebates for removing trees.
- It's time that County plan and put in community wide grey water reclamation sewer systems.
- Need desert type of tree planting.
- Jobs program for low skills level. More jobs for less skilled workers.
- Topanga is very white- need more low cost housing to attract less skilled worker families.

Resident 6

- Infrastructure projects – we got none of this in Topanga.
- Water/Sewer Improvements – We don't even have this. We have all septic. Why is my tax money paying for this for other people?

*Continues on next page.*

- We need code enforcement.
- Substance Abuse Services – We have this in our neighborhood and it's very disruptive.
- Job Creation/Retention – Seriously, how are you creating jobs? I would like to know.
- Access to Venture Capital – Really? The County does this? I don't think so.

Resident 7

- We need bus service in Topanga.

Resident 8

- Sidewalk Improvements – Highest priority. There is no sidewalk and kids have to walk along the busy road from the school to the library every day.

Resident 9

- We need a postal box going north on Hwy 27.
- Childcare Services – Especially need a center or gym where exercise classes for children are offered. The closest thing available is 20-30 minutes away at the YMCA.
- Healthcare Facilities – Rattlesnake anti-venom should be available in Topanga Town Center.
- Parks and Recreation Facilities – We need shaded public playgrounds.
- Water Improvements – Ozone or other water treatment and filtration would be great. Santa Barbara has done a lot, why not Los Angeles County?
- Commercial Improvements – Woodland Hill's grocery parking lot sorely needs shade.
- Residential Rehabilitation – There lead issues with our housing.

**90405 (Monica Manor (family housing) or Ocean Park (family/senior housing) in Santa Monica)**

Resident 1

- Public Housing resident – we need solar panels and reinforcement of the building to withstand earthquakes.





## COMMUNITY DEVELOPMENT COMMISSION OF THE COUNTY OF LOS ANGELES

### COUNTYWIDE RESIDENT SURVEY RESULTS

Responses Received via Mail: 627  
Responses Received Online: 228  
Responses Received at the Meeting: 15

**Total Responses Received: 870**  
*Total includes 76 Public Housing resident responses.*

#### TOP FIVE (5) NEEDS IDENTIFIED:

Anti-Crime Programs:	3.28
Drainage Improvements:	3.26
Health Services:	3.21
Parks and Recreation Facilities:	3.25
Trash and Debris Removal:	3.19

For each of the following subcategories, residents ranked every item listed in order of need, from 1 to 4, with 1 indicating the lowest need and 4 indicating the highest need. The average responses for each item are indicated below for each subcategory on the survey. The items in bold had the highest ratings within each category.

#### 1. **Community Services:**

Anti-Crime Programs	3.28
Childcare Services	2.72
Educational Services	3.13
Health Services	3.21
Senior Activities	3.07
Youth Services	3.02
Fair Housing Education	2.55
Tenant/Landlord Counseling	2.42

#### 3. **Infrastructure Projects:**

Drainage Improvements	3.26
Sidewalk Improvements	2.87
Street/Alley Improvements	3.04
Street Lighting	2.89
Water/Sewer Improvements	3.07
Public Transit Improvements	3.02

#### 2. **Community Facilities:**

Childcare Centers	2.76
Community Centers	3.01
Healthcare Facilities	3.17
<b>Park and Recreational Facilities</b>	3.25
Senior Centers	3.05
Youth Centers	3.04
Libraries	3.17

#### 4. **Neighborhood Services:**

Code Enforcement	2.77
Graffiti Removal	2.98
Parking Facilities	2.63
<b>Trash and Debris Removal</b>	3.19
Tree Planting	2.79

*Continues on next page.*

**5. Special Needs Services:**

Accessibility Improvements	2.68
Disabled Centers and Services	2.79
Domestic Violence Services	2.72
HIV/AIDS Centers and Services	2.39
Mental Health Services	2.92
Neglected/Abused Children Centers and Services	2.88
Substance Abuse Services	2.83
<b>Services for the Elderly and Frail Elderly</b>	<b>3.18</b>
Homeless Prevention Services	2.98
Emergency Homeless Shelters	2.91
Transitional Homeless Shelters	2.86
Helping Homeless Find Permanent Housing	2.98
Other Housing Services for the Homeless	2.83

**6. Business and Job Opportunities:**

Employment Training	2.92
Commercial/Industrial Improvements	2.55
Micro-Enterprise Assistance	2.50
<b>Job Creation/Retention</b>	<b>2.94</b>
Small Business Assistance	2.83
Storefront Improvements	2.55
Business District Revitalization	2.54
Access to Venture Capital	2.46
Business Recruitment	2.52
Business Expansion Assistance	2.46
Technical Assistance	2.60

**7. Housing:**

Affordable For-Sale Housing	2.89
Affordable For-Rent Housing	2.96
Disabled Housing	2.82
Fair Housing	2.92
Homeownership Assistance	2.85
Residential Rehabilitation	2.70
Senior Housing	2.98
Assisted Rental Housing	2.60
Housing Demolition	2.18
New Rental Construction	2.40
<b>Energy Efficient Retrofits</b>	<b>3.05</b>

## **Appendix B: Community Meetings Comments and Responses Fourth District**

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Community Development Commission  
of the  
County of Los Angeles

## **Community Development Commission**

January 25, 2016

TO: Nick Ippolito, Assistant Chief of Staff, 4th District

FROM:  Scott Stevenson, Director  
Community Development Division

**SUBJECT: RESIDENT INPUT RECEIVED FROM THE COMMUNITY MEETING AND  
RESIDENT SURVEY**

As part of the U.S. Department of Housing and Urban Development's (HUD) citizen participation requirements for the Annual Action Plan, the Community Development Commission (CDC) held a Community Meeting at the CDC Headquarters on November 5, 2015 and also administered a Resident Survey throughout the County.

### **Background**

The CDC develops the Annual Action Plan to take part in HUD's Urban County Program and as a condition of receiving Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grants (ESG) funding. This upcoming 2016-2017 Action Plan covers the fourth of the five (5) program years of the 2013–2018 Housing and Community Development Consolidated Plan for the Los Angeles Urban County (Consolidated Plan).

The Consolidated Plan contains objectives that address a broad range of priority needs related to affordable housing, public housing, homelessness, and non-housing community development. The Annual Action Plan specifically describes the proposed projects the CDC, supported by the County, plans to undertake in the coming Program Year to carry out the long-term objectives in the Consolidated Plan.

### **Purpose**

Prior to the development of the Annual Action Plan, the CDC works with each of the Supervisorial Districts in March through the Community Resource Investment Strategy (CRIS) to strategize how best to allocate CDBG funding for the upcoming Program Year. To facilitate prioritizing funding, the CDC annually administers a survey so that residents can rate the importance of various eligible activities allowed under the CDBG, HOME, and ESG Programs. The results of the survey are intended to assist you in prioritizing CDBG funding in your District for Fiscal Year (FY) 2016-2017 through the annual CRIS process.

### **Outreach**

The Fourth District received three (3) types of mailings depending on the desired level of outreach (see table below). Based on this approach, residents received either a survey and a flier or just the flier. Public housing residents received a package that included both the survey and the flier. District outreach was targeted to the residents living within the unincorporated Rowland Heights area. The public housing package was sent to the residents of the following public housing sites: Sundance Vista Family Housing Development, located at 10850 Laurel Ave., Whittier, CA 90605 and the Whittier Manor Senior Housing Development, located at 11527 Slauson Ave., Whittier, CA 90606. The flier publicized both the community meeting and survey. For those residents that could not attend the community meeting, they had the option to either mail in the survey or complete it online.

Type of Outreach	Materials Mailed	Number Mailed
Focused	Resident Survey and Flier	3,000
Standard	Flier only	3,000
Public Housing	Public Housing Package (Survey and Flier)	90

### Community Meeting

The CDC held the Community Meeting at the CDC Headquarters on November 5, 2015, from 2:00-3:00 p.m. A total of 16 residents attended, of which one (1) was from the Fourth District.

Designed to allow residents to take part in planning the allocation of CDBG, HOME, and ESG funds, the meeting highlighted current eligible activities through a presentation. The presentation explained the planning process and how the residents can provide input on the use of the three (3) funding sources in their community. Next, residents completed the Resident Survey which recorded their needs on housing and community development activities. Lastly, staff walked the residents through our new Action Plan website at [www.lacdc.org/annualactionplan](http://www.lacdc.org/annualactionplan) which enables residents to keep in touch with us during the planning process. The new website also allows them to access resources available throughout the County.

### Survey Results

As mentioned above, the results of the survey are intended to assist you in prioritizing CDBG funding in your District for FY 2016-2017 through the annual CRIS process. You will find the results of the survey within the following three (3) attachments:

- Attachment I includes the results for the Fourth District.
  - The tabulated numbers include the average rate of response, as well as the top five (5) needs identified by the residents.
- Attachment II includes comments made on the surveys.
- Attachment III includes overall Countywide survey results.

Community interest was strong with a total of 870 surveys received throughout the County and 145 received from Fourth District residents. Of those received from residents within the Fourth District:

- 118 were received by mail;
- 26 were submitted online; and
- one (1) was collected at the community meeting.

We also handed out a "Thank You" card to residents that were in attendance at the community meeting. The card encourages residents to view the survey results on the CDC's website, and lets them know that the Annual Action Plan, containing the proposed CDBG activities for FY 2016-2017, will be available for review in April. Residents that provided their e-mail addresses on the survey were also notified.

Nick Ippolito, Assistant Chief of Staff, 4th District  
January 25, 2016  
Page 3

If you have any questions, please contact Linda Jenkins, Community Development Division – Grants Management Unit Manager, at (626) 586-1765.

SS:LJ:RB:RBW:rb  
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Attachments



## COMMUNITY DEVELOPMENT COMMISSION OF THE COUNTY OF LOS ANGELES

### FOURTH DISTRICT RESIDENT SURVEY RESULTS

#### UNINCORPORATED ROWLAND HEIGHTS AND SUNDANCE VISTA AND WHITTIER MANOR HOUSING DEVELOPMENTS

Responses Received via Mail: 118  
Responses Received Online: 26  
Responses Received at the Meeting: 1

**Total Responses Received: 145**  
*Total includes seven (7) Public Housing resident responses.*

#### TOP FIVE (5) NEEDS IDENTIFIED:

<b>Anti-Crime Programs:</b>	<b>3.68</b>
<b>Health Services:</b>	<b>3.46</b>
<b>Trash and Debris Removal:</b>	<b>3.45</b>
<b>Healthcare Facilities:</b>	<b>3.42</b>
<b>Services for the Elderly and Frail Elderly:</b>	<b>3.30</b>

For each of the following subcategories, residents ranked every item listed in order of need, from 1 to 4, with 1 indicating the lowest need and 4 indicating the highest need. The average responses for each item are indicated below for each subcategory on the survey. The items in bold had the highest ratings within each category.

#### 1. **Community Services:**

<b>Anti-Crime Programs</b>	<b>3.68</b>
Childcare Services	2.81
Educational Services	3.23
Health Services	3.46
Senior Activities	3.14
Youth Services	2.91
Fair Housing Education	2.80
Tenant/Landlord Counseling	2.63

#### 2. **Community Facilities:**

Childcare Centers	2.87
Community Centers	3.20
<b>Healthcare Facilities</b>	<b>3.42</b>
Park and Recreational Facilities	3.29
Senior Centers	3.09
Youth Centers	2.99
Libraries	3.28

#### 3. **Infrastructure Projects:**

Drainage Improvements	3.07
Sidewalk Improvements	3.13
Street/Alley Improvements	3.17
<b>Street Lighting</b>	<b>3.29</b>
Water/Sewer Improvements	3.21
Public Transit Improvements	3.06

#### 4. **Neighborhood Services:**

Code Enforcement	3.19
Graffiti Removal	3.22
Parking Facilities	3.04
<b>Trash and Debris Removal</b>	<b>3.45</b>
Tree Planting	3.08

*Continues on next page.*

**5. Special Needs Services:**

Accessibility Improvements	2.86
Disabled Centers and Services	3.06
Domestic Violence Services	2.89
HIV/AIDS Centers and Services	2.61
Mental Health Services	2.97
Neglected/Abused Children Centers and Services	2.97
Substance Abuse Services	2.84
<b>Services for the Elderly and Frail Elderly</b>	<b>3.30</b>
Homeless Prevention Services	3.05
Emergency Homeless Shelters	3.05
Transitional Homeless Shelters	2.95
Helping Homeless Find Permanent Housing	3.06
Other Housing Services for the Homeless	2.93

**6. Business and Job Opportunities:**

<b>Employment Training</b>	<b>3.24</b>
Commercial/Industrial Improvements	2.98
Micro-Enterprise Assistance	2.68
Job Creation/Retention	3.19
Small Business Assistance	2.88
Storefront Improvements	2.90
Business District Revitalization	2.87
Access to Venture Capital	2.57
Business Recruitment	2.60
Business Expansion Assistance	2.54
Technical Assistance	2.69

**7. Housing:**

Affordable For-Sale Housing	3.13
<b>Affordable For-Rent Housing</b>	<b>3.24</b>
Disabled Housing	2.97
Fair Housing	3.22
Homeownership Assistance	3.01
Residential Rehabilitation	2.89
Senior Housing	3.07
Assisted Rental Housing	2.93
Housing Demolition	2.32
New Rental Construction	2.60
Energy Efficient Retrofits	3.14



## 4<sup>TH</sup> DISTRICT COMMENTS MADE ON THE SURVEYS

### 91748 (Unincorporated Rowland Heights)

#### Resident 1

- Code Enforcement - Ticket cars on street/lawn after 9:00 p.m.
- Parking Facilities – A garage is to park your car(s) in.
- Tenant/Landlord Counseling – No street parking, no front lawn parking, no visible trash cans, no garage conversions (illegal ones in my block, one two bedroom house has 8 bedrooms).

#### Resident 2

- Health Services – Especially in English, maybe St. Jude's.
- Code Enforcement for Residential Housing Codes should be enforced in this area.
- Many single-family homes have been made into apartments. It is sad how many people are living in these places.
- Parking on the streets have increased.
- Homes are sold, additions put on. I don't know if they have permits for all they do. There are many renters.

#### Resident 3

- Trash and Debris Removal – People taking advantage of this.
- Tree Planting – Water?
- Storefront Improvements – Signs in English.
- Business Recruitment – No Need, too much traffic already.
- Residential Rehabilitation – fix up houses.
- New Rental Construction – No Need, too many cars.

#### Resident 4

- I am thankful that you mailed me this survey. Right now, the most important issues on the survey are housing rental services. There are a lot of people that cannot afford to rent because they do not have a job. So we need employment training. Also, the cost of rent and utilities cost so much that people end of living on the streets.



## COMMUNITY DEVELOPMENT COMMISSION OF THE COUNTY OF LOS ANGELES

### COUNTYWIDE RESIDENT SURVEY RESULTS

Responses Received via Mail: 627  
Responses Received Online: 228  
Responses Received at the Meeting: 15

**Total Responses Received: 870**  
*Total includes 76 Public Housing resident responses.*

#### TOP FIVE (5) NEEDS IDENTIFIED:

<b>Anti-Crime Programs:</b>	<b>3.28</b>
<b>Drainage Improvements:</b>	<b>3.26</b>
<b>Health Services:</b>	<b>3.21</b>
<b>Parks and Recreation Facilities:</b>	<b>3.25</b>
<b>Trash and Debris Removal:</b>	<b>3.19</b>

For each of the following subcategories, residents ranked every item listed in order of need, from 1 to 4, with 1 indicating the lowest need and 4 indicating the highest need. The average responses for each item are indicated below for each subcategory on the survey. The items in bold had the highest ratings within each category.

#### 1. **Community Services:**

<b>Anti-Crime Programs</b>	<b>3.28</b>
Childcare Services	2.72
Educational Services	3.13
Health Services	3.21
Senior Activities	3.07
Youth Services	3.02
Fair Housing Education	2.55
Tenant/Landlord Counseling	2.42

#### 2. **Community Facilities:**

Childcare Centers	2.76
Community Centers	3.01
Healthcare Facilities	3.17
<b>Park and Recreational Facilities</b>	<b>3.25</b>
Senior Centers	3.05
Youth Centers	3.04
Libraries	3.17

#### 3. **Infrastructure Projects:**

<b>Drainage Improvements</b>	<b>3.26</b>
Sidewalk Improvements	2.87
Street/Alley Improvements	3.04
Street Lighting	2.89
Water/Sewer Improvements	3.07
Public Transit Improvements	3.02

#### 4. **Neighborhood Services:**

Code Enforcement	2.77
Graffiti Removal	2.98
Parking Facilities	2.63
<b>Trash and Debris Removal</b>	<b>3.19</b>
Tree Planting	2.79

*Continues on next page.*

**5. Special Needs Services:**

Accessibility Improvements	2.68
Disabled Centers and Services	2.79
Domestic Violence Services	2.72
HIV/AIDS Centers and Services	2.39
Mental Health Services	2.92
Neglected/Abused Children Centers and Services	2.88
Substance Abuse Services	2.83
<b>Services for the Elderly and Frail Elderly</b>	<b>3.18</b>
Homeless Prevention Services	2.98
Emergency Homeless Shelters	2.91
Transitional Homeless Shelters	2.86
Helping Homeless Find Permanent Housing	2.98
Other Housing Services for the Homeless	2.83

**6. Business and Job Opportunities:**

Employment Training	2.92
Commercial/Industrial Improvements	2.55
Micro-Enterprise Assistance	2.50
<b>Job Creation/Retention</b>	<b>2.94</b>
Small Business Assistance	2.83
Storefront Improvements	2.55
Business District Revitalization	2.54
Access to Venture Capital	2.46
Business Recruitment	2.52
Business Expansion Assistance	2.46
Technical Assistance	2.60

**7. Housing:**

Affordable For-Sale Housing	2.89
Affordable For-Rent Housing	2.96
Disabled Housing	2.82
Fair Housing	2.92
Homeownership Assistance	2.85
Residential Rehabilitation	2.70
Senior Housing	2.98
Assisted Rental Housing	2.60
Housing Demolition	2.18
New Rental Construction	2.40
<b>Energy Efficient Retrofits</b>	<b>3.05</b>

## **Appendix B: Community Meetings Comments and Responses Fifth District**

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Community Development Commission  
of the  
County of Los Angeles

## **Community Development Commission**

January 25, 2016

TO: Jarrod DeGonia, Field Deputy, 5<sup>th</sup> District

FROM:  Scott Stevenson, Director  
Community Development Division

**SUBJECT: RESIDENT INPUT RECEIVED FROM THE COMMUNITY MEETING AND RESIDENT SURVEY**

As part of the U.S. Department of Housing and Urban Development's (HUD) citizen participation requirements for the Annual Action Plan, the Community Development Commission (CDC) held a Community Meeting at the CDC Headquarters on November 5, 2015 and also administered a Resident Survey throughout the County.

### **Background**

The CDC develops the Annual Action Plan to take part in HUD's Urban County Program and as a condition of receiving Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grants (ESG) funding. This upcoming 2016-2017 Action Plan covers the fourth of the five (5) program years of the 2013–2018 Housing and Community Development Consolidated Plan for the Los Angeles Urban County (Consolidated Plan).

The Consolidated Plan contains objectives that address a broad range of priority needs related to affordable housing, public housing, homelessness, and non-housing community development. The Annual Action Plan specifically describes the proposed projects the CDC, supported by the County, plans to undertake in the coming Program Year to carry out the long-term objectives in the Consolidated Plan.

### **Purpose**

Prior to the development of the Annual Action Plan, the CDC works with each of the Supervisorial Districts in March through the Community Resource Investment Strategy (CRIS) to strategize how best to allocate CDBG funding for the upcoming Program Year. To facilitate prioritizing funding, the CDC annually administers a survey so that residents can rate the importance of various eligible activities allowed under the CDBG, HOME, and ESG Programs. The results of the survey are intended to assist you in prioritizing CDBG funding in your District for Fiscal Year (FY) 2016-2017 through the annual CRIS process.

### **Outreach**

The Fifth District received three (3) types of mailings depending on the desired level of outreach (see table below). Based on this approach, residents received either a survey and a flier or just the flier. Public housing residents received a package that included both the survey and the flier. District outreach was targeted to the residents living within the unincorporated Quartz Hill area. The public housing package was sent to the residents of the following public housing sites: Quartz Hill I Family Housing Development, located at 5028 West Ave., L-12, Quartz Hill, CA 92536, the Quartz Hill II Family Housing Development, located at 42051 51st St. West, Quartz Hill, CA 93536, and the Foothill Villa Senior Housing Development, located at 2423 Foothill Blvd., La Crescenta, CA 91214. The flier publicized both the community meeting and survey. For those residents that could not attend the community meeting, they had the option to either mail in the survey or complete it online.

Type of Outreach	Materials Mailed	Number Mailed
Focused	Resident Survey and Flier	3,000
Standard	Flier only	3,000
Public Housing	Public Housing Package (Survey and Flier)	102

### Community Meeting

The CDC held the Community Meeting at the CDC Headquarters on November 5, 2015, from 2:00-3:00 p.m. A total of 16 residents attended, of which one (1) was from the Fifth District.

Designed to allow residents to take part in planning the allocation of CDBG, HOME, and ESG funds, the meeting highlighted current eligible activities through a presentation. The presentation explained the planning process and how the residents can provide input on the use of the three (3) funding sources in their community. Next, residents completed the Resident Survey which recorded their needs on housing and community development activities. Lastly, staff walked the residents through our new Action Plan website at [www.lacdc.org/annualactionplan](http://www.lacdc.org/annualactionplan) which enables residents to keep in touch with us during the planning process. The new website also allows them to access resources available throughout the County.

### Survey Results

As mentioned above, the results of the survey are intended to assist you in prioritizing CDBG funding in your District for Fiscal Year 2016-2017 through the annual CRIS process. You will find the results of the survey within the following three (3) attachments:

- Attachment I includes the results for the Fifth District.
  - The tabulated numbers include the average rate of response, as well as the top five (5) needs identified by the residents.
- Attachment II includes comments made on the surveys.
- Attachment III includes overall Countywide survey results.

Community interest was strong with a total of 870 surveys received throughout the County and 165 received from Fifth District residents. Of those received from residents within the Fifth District:

- 120 were received by mail;
- 44 were submitted online; and
- one (1) was collected at the community meeting.

We also handed out a “Thank You” card to residents that were in attendance at the community meeting. The card encourages residents to view the survey results on the CDC’s website, and lets them know that the Annual Action Plan, containing the proposed CDBG activities for FY 2016-2017, will be available for review in April. Residents that provided their e-mail addresses on the survey were also notified.

Jarrold DeGonia, Field Deputy, 5<sup>th</sup> District  
January 25, 2016  
Page 3

If you have any questions, please contact Linda Jenkins, Community Development Division – Grants Management Unit Manager, at (626) 586-1765.

SS:LJ:RB:RBW:rb  
K:\GMU COMMON\GPPA\PEST\Community Meetings\16-17 Comm Mtgs (Fall)\Community Meeting District Summaries\5th District\5th District Meeting Summary Memo.Doc

Attachments



## COMMUNITY DEVELOPMENT COMMISSION OF THE COUNTY OF LOS ANGELES

### FIFTH DISTRICT RESIDENT SURVEY RESULTS

#### UNINCORPORATED QUARTZ HILL AND QUARTZ HILL I/II AND FOOTHILL VILLA HOUSING DEVELOPMENTS

Responses Received via Mail:	120
Responses Received Online:	44
Responses Received at the Meeting:	1

**Total Responses Received: 165**  
*Total includes 13 Public Housing resident responses.*

#### TOP FIVE (5) NEEDS IDENTIFIED:

<b>Drainage Improvements:</b>	<b>3.51</b>
<b>Anti-Crime Programs:</b>	<b>3.36</b>
<b>Street/Alley Improvements:</b>	<b>3.20</b>
<b>Services for the Elderly and Frail Elderly:</b>	<b>3.15</b>
<b>Healthcare Facilities:</b>	<b>3.11</b>

For each of the following subcategories, residents ranked every item listed in order of need, from 1 to 4, with 1 indicating the lowest need and 4 indicating the highest need. The average responses for each item are indicated below for each subcategory on the survey. The items in bold had the highest ratings within each category.

#### 1. **Community Services:**

<b>Anti-Crime Programs</b>	<b>3.36</b>
Childcare Services	2.60
Educational Services	2.97
Health Services	3.06
Senior Activities	2.95
Youth Services	2.91
Fair Housing Education	2.38
Tenant/Landlord Counseling	2.35

#### 2. **Community Facilities:**

Childcare Centers	2.66
Community Centers	2.77
<b>Healthcare Facilities</b>	<b>3.11</b>
Park and Recreational Facilities	3.09
Senior Centers	2.99
Youth Centers	2.92
Libraries	3.07

#### 3. **Infrastructure Projects:**

<b>Drainage Improvements</b>	<b>3.51</b>
Sidewalk Improvements	2.94
Street/Alley Improvements	3.20
Street Lighting	2.88
Water/Sewer Improvements	3.01
Public Transit Improvements	2.67

#### 4. **Neighborhood Services:**

Code Enforcement	2.84
Graffiti Removal	3.01
Parking Facilities	2.46
<b>Trash and Debris Removal</b>	<b>3.06</b>
Tree Planting	2.52

*Continues on next page.*



**5. Special Needs Services:**

Accessibility Improvements	2.51
Disabled Centers and Services	2.72
Domestic Violence Services	2.81
HIV/AIDS Centers and Services	2.31
Mental Health Services	2.96
Neglected/Abused Children Centers and Services	3.06
Substance Abuse Services	2.78
<b>Services for the Elderly and Frail Elderly</b>	<b>3.15</b>
Homeless Prevention Services	3.04
Emergency Homeless Shelters	3.00
Transitional Homeless Shelters	2.86
Helping Homeless Find Permanent Housing	2.99
Other Housing Services for the Homeless	2.77

**6. Business and Job opportunities:**

Employment Training	3.01
Commercial/Industrial Improvements	2.59
Micro-Enterprise Assistance	2.45
<b>Job Creation/Retention</b>	<b>3.10</b>
Small Business Assistance	2.99
Storefront Improvements	2.46
Business District Revitalization	2.58
Access to Venture Capital	2.55
Business Recruitment	2.76
Business Expansion Assistance	2.63
Technical Assistance	2.67

**7. Housing:**

Affordable For-Sale Housing	2.69
Affordable For-Rent Housing	2.80
Disabled Housing	2.88
Fair Housing	2.72
Homeownership Assistance	2.68
Residential Rehabilitation	2.67
<b>Senior Housing</b>	<b>3.09</b>
Assisted Rental Housing	2.33
Housing Demolition	2.25
New Rental Construction	2.29
Energy Efficient Retrofits	2.84

## FIFTH DISTRICT COMMENTS MADE ON THE SURVEYS

### 93536 (Unincorporated Quartz Hill – 5<sup>th</sup> District)

#### Resident 1

- Don't forget our traffic signal.

#### Resident 2

- County needs to work with cities to assure publicly funded trash services throughout the A.V.

#### Resident 3

- Move your meetings to this area.

#### Resident 4

- We need serious help in Quartz Hill with drainage from storms. Too many homes are not able to handle the storms and the endless flooding from them, including elderly and disabled. All help would be so greatly appreciated! Thank you!

#### Resident 5

- This entire survey is directed towards welfare recipients and the like. Even graffiti and trash removal are caused by the masses of people brought to the rural area, which was pleasant before the City of Lancaster got involved. This valley has turned into a dump!

#### Resident 6

- There is no water. Why keep building and bringing more people to the community?

#### Resident 7

- I live on a dirt road in Quartz Hill. There is no street sign on K-4 and 45<sup>th</sup> St. One is needed.
- I am on a propane gas and septic system. I would like to see natural gas and a sewer system installed. I would forgo a paved road if I could get natural gas and a sewer system installed. It would help improve our area.

#### Resident 8

- Quit shipping low income people, including Section 8, from Los Angeles to the Antelope Valley!!

#### Resident 9

- When they subdivide this property back in the 1990s, they put a very thin layer of black top, which is rapidly creating a lot of pot holes, which are very bad for cars. The pot holes need to be filled and road smoothed out. It would help save our tires and prevent other problems like misalignments, etc. It wouldn't cost that much to do that. If I had a tractor, I would do it myself but I am a woman 😊. Thank you for your time!



## COMMUNITY DEVELOPMENT COMMISSION OF THE COUNTY OF LOS ANGELES

### COUNTYWIDE RESIDENT SURVEY RESULTS

Responses Received via Mail: 627  
Responses Received Online: 228  
Responses Received at the Meeting: 15

**Total Responses Received: 870**  
*Total includes 76 Public Housing resident responses.*

#### TOP FIVE (5) NEEDS IDENTIFIED:

Anti-Crime Programs:	3.28
Drainage Improvements:	3.26
Health Services:	3.21
Parks and Recreation Facilities:	3.25
Trash and Debris Removal:	3.19

For each of the following subcategories, residents ranked every item listed in order of need, from 1 to 4, with 1 indicating the lowest need and 4 indicating the highest need. The average responses for each item are indicated below for each subcategory on the survey. The items in bold had the highest ratings within each category.

#### 1. **Community Services:**

Anti-Crime Programs	3.28
Childcare Services	2.72
Educational Services	3.13
Health Services	3.21
Senior Activities	3.07
Youth Services	3.02
Fair Housing Education	2.55
Tenant/Landlord Counseling	2.42

#### 2. **Community Facilities:**

Childcare Centers	2.76
Community Centers	3.01
Healthcare Facilities	3.17
<b>Park and Recreational Facilities</b>	3.25
Senior Centers	3.05
Youth Centers	3.04
Libraries	3.17

#### 3. **Infrastructure Projects:**

Drainage Improvements	3.26
Sidewalk Improvements	2.87
Street/Alley Improvements	3.04
Street Lighting	2.89
Water/Sewer Improvements	3.07
Public Transit Improvements	3.02

#### 4. **Neighborhood Services:**

Code Enforcement	2.77
Graffiti Removal	2.98
Parking Facilities	2.63
<b>Trash and Debris Removal</b>	3.19
Tree Planting	2.79

*Continues on next page.*

**5. Special Needs Services:**

Accessibility Improvements	2.68
Disabled Centers and Services	2.79
Domestic Violence Services	2.72
HIV/AIDS Centers and Services	2.39
Mental Health Services	2.92
Neglected/Abused Children Centers and Services	2.88
Substance Abuse Services	2.83
<b>Services for the Elderly and Frail Elderly</b>	<b>3.18</b>
Homeless Prevention Services	2.98
Emergency Homeless Shelters	2.91
Transitional Homeless Shelters	2.86
Helping Homeless Find Permanent Housing	2.98
Other Housing Services for the Homeless	2.83

**6. Business and Job Opportunities:**

Employment Training	2.92
Commercial/Industrial Improvements	2.55
Micro-Enterprise Assistance	2.50
<b>Job Creation/Retention</b>	<b>2.94</b>
Small Business Assistance	2.83
Storefront Improvements	2.55
Business District Revitalization	2.54
Access to Venture Capital	2.46
Business Recruitment	2.52
Business Expansion Assistance	2.46
Technical Assistance	2.60

**7. Housing:**

Affordable For-Sale Housing	2.89
Affordable For-Rent Housing	2.96
Disabled Housing	2.82
Fair Housing	2.92
Homeownership Assistance	2.85
Residential Rehabilitation	2.70
Senior Housing	2.98
Assisted Rental Housing	2.60
Housing Demolition	2.18
New Rental Construction	2.40
<b>Energy Efficient Retrofits</b>	<b>3.05</b>

## Appendix C: Community Meetings Notice and List of Publications

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## **PUBLIC NOTICE**

### **County of Los Angeles Community Meeting for the Annual Action Plan**

The Community Development Commission (CDC) invites the public to attend a community meeting to participate and provide perspectives about housing and community development priorities in the unincorporated areas of the County. Comments and priorities expressed at this meeting will be presented to the Los Angeles County Board of Supervisors and may be used to develop the Action Plan, which allocates funds in the upcoming 2016-2017 Fiscal Year, which serves as an action-oriented management tool and guides federal grant spending to address housing and community development needs for low- and moderate-income residents living within the jurisdiction of the Los Angeles Urban County Program (unincorporated areas and 47 participating cities). On behalf of the County of Los Angeles, the CDC administers approximately \$30 million received annually from the U.S. Department of Housing and Urban Development through three federal grants: the Community Development Block Grant, the HOME Investment Partnerships, and the Emergency Solutions Grant.

The community meeting will be held on the following date at the following location and time:

Date/Time: Thursday, November 5, 2015, 2:00 p.m. – 3:30 p.m.  
Location: Community Development Commission of the County of Los Angeles  
Commission Room  
700 W. Main Street  
Alhambra, CA 91801

Additionally, the following 47 cities will participate in the Los Angeles Urban County Program for Fiscal Year 2016-2017:

Agoura Hills	El Segundo	Rolling Hills Estates
Arcadia	Hawaiian Gardens	San Dimas
Avalon	Hermosa Beach	San Fernando
Azusa	Irwindale	San Gabriel
Bell	La Canada Flintridge	San Marino
Bell Gardens	La Habra Heights	Santa Fe Springs
Beverly Hills	La Mirada	Sierra Madre
Calabasas	La Puente	Signal Hill
Cerritos	La Verne	South El Monte
Claremont	Lawndale	South Pasadena
Commerce	Lomita	Temple City
Covina	Malibu	Torrance
Cudahy	Manhattan Beach	Walnut
Culver City	Maywood	West Hollywood
Diamond Bar	Monrovia	Westlake Village
Duarte	Rancho Palos Verdes	

Citizens unable to attend this community meeting are invited to submit written comments during the community meeting period and up to 30 days after the meeting to the following address:

**Attn: CDD Division/Consolidated Plan**

**Community Development Commission of the  
County of Los Angeles  
700 W. Main Street  
Alhambra, CA 91801**

Persons with online access are invited to complete the Community Resident Survey at [www.lacdc.org/annualactionplan/survey](http://www.lacdc.org/annualactionplan/survey). The survey results will be presented to the Los Angeles County Board of Supervisors. For additional information about the Action Plan, as well as County resources and services that are available, please visit our website at [www.lacdc.org/annualactionplan](http://www.lacdc.org/annualactionplan).

For TTY assistance, please call the California Relay Services at (800) 735-2929 and reference Brian Talbot at (626) 586-1752. Citizens in need of a sign language interpreter at the meeting should make their request to Brian Talbot no later than five working days prior to the meeting.

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**DECLARATION**

I am a resident of Los Angeles County, over the age of eighteen years and not a party to any or interested in the matter noticed.

The notice, of which the annexed is a printed copy appeared in the:

WORLD JOURNAL (CHINESE DAILY NEWS)

On the following dates:

OCTOBER 21, 2015

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at Los Angeles, California, this

21<sup>st</sup> day of OCTOBER 2015

  
\_\_\_\_\_  
Signature

**2805650**

*"The only Public Notice which is justifiable  
from the standpoint of true economy and the public interest,  
is that which reaches those who are affected by it"*



DAILY NEWS LOS ANGELES

This space for filing stamp only

21860 BURBANK BLVD #200, WOODLAND HILLS, CA 91367  
Telephone (818) 713-3393 / Fax (818) 713-3377

PROOF OF PUBLICATION

(2015.5 C.C.P.)

State of California )  
County of LOS ANGELES ) ss

Notice Type: GPN - GOVT PUBLIC NOTICE

Ad Description:

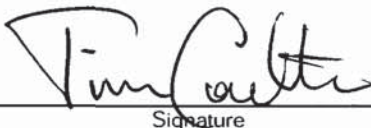
Project Name: Community Meeting for FY 2016-17

I am a citizen of the United States and a resident of the State of California; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer of the DAILY NEWS LOS ANGELES, a newspaper published in the English language in the city of LOS ANGELES, county of LOS ANGELES, and adjudged a newspaper of general circulation as defined by the laws of the State of California by the Superior Court of the County of LOS ANGELES, State of California, under date 05/26/1983, Case No. C349217. That the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

10/21/2015

Executed on: 10/21/2015  
At WOODLAND HILLS, California

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

  
Signature

CNS#: 2805631

PUBLIC NOTICE  
County of Los Angeles  
Community Meeting for the  
Annual Action Plan

The Community Development Commission (CDC) invites the public to attend a community meeting to participate and provide perspectives about housing and community development priorities in the unincorporated areas of the County. Comments and priorities expressed at this meeting will be presented to the Los Angeles County Board of Supervisors and may be used to develop the Action Plan, which allocates funds in the upcoming 2016-2017 Fiscal Year, which serves as an action-oriented management tool and guides federal grant spending to address housing and community development needs for low- and moderate-income residents living within the jurisdiction of the Los Angeles Urban County Program (unincorporated areas and 47 participating cities). On behalf of the County of Los Angeles, the CDC administers approximately \$30 million received annually from the U.S. Department of Housing and Urban Development through three federal grants: the Community Development Block Grant, the HOME Investment Partnerships, and the Emergency Solutions Grant.

The community meeting will be held on the following date at the following location and time:  
Date/Time: Thursday, November 5, 2015, 2:00 p.m. – 3:30 p.m.

Location: Community Development Commission of the County of Los Angeles  
Commission Room  
700 W. Main Street  
Alhambra, CA 91801

Additionally, the following 47 cities will participate in the Los Angeles Urban County Program for Fiscal Year 2016-2017:

Agoura Hills  
Arcadia  
Avalon  
Azusa  
Bell  
Bell Gardens  
Beverly Hills  
Calabasas  
Cerritos  
Claremont  
Commerce  
Covina  
Cudahy  
Culver City  
Diamond Bar  
Duarte



\* A 0 0 0 0 0 3 9 0 1 7 7 5 \*

El Segundo  
Hawaiian Gardens  
Hermosa Beach  
Irwindale  
La Canada Flintridge  
La Habra Heights  
La Mirada  
La Puente  
La Verne  
Lawndale  
Lomita  
Malibu  
Manhattan Beach  
Maywood  
Monrovia  
Rancho Palos Verdes  
Rolling Hills Estates  
San Dimas  
San Fernando  
San Gabriel  
San Marino  
Santa Fe Springs  
Sierra Madre  
Signal Hill  
South El Monte  
South Pasadena  
Temple City  
Torrance  
Walnut  
West Hollywood  
Westlake Village

Citizens unable to attend this community meeting are invited to submit written comments during the community meeting period and up to 30 days after the meeting to the following address:

Attn: CDD Division/Consolidated  
Plan  
Community Development  
Commission of the  
County of Los Angeles  
700 W. Main Street  
Alhambra, CA 91801

Persons with online access are invited to complete the Community Resident Survey at [www.lacdc.org/annualactionplan/survey](http://www.lacdc.org/annualactionplan/survey). The survey results will be presented to the Los Angeles County Board of Supervisors. For additional information about the Action Plan, as well as County resources and services that are available, please visit our website at [www.lacdc.org/annualactionplan](http://www.lacdc.org/annualactionplan).

For TTY assistance, please call the California Relay Services at (800) 735-2929 and reference Brian Talbot at (626) 586-1752. Citizens in need of a sign language interpreter at the meeting should make their request to Brian Talbot no later than five working days prior to the meeting.

10/21/15

CNS-2805631#

DAILY NEWS LOS ANGELES



## 公告

## 洛杉磯縣 年度行動計劃社區會議

社區發展委員會 (CDC) 邀請民眾參加一個社區會議，並且提供對洛杉磯縣未建立市政府的區域的住房和社區發展優先項目的意見。在這個會議中表達的意見和優先項目將提交洛杉磯縣縣政委員會，並且可以用於制定行動計劃；行動計劃作為行動導向的管理工具分配即將到來的 2016-2017 財政年度的資金和指導聯邦補助金的支出，以解決洛杉磯縣市區計劃（未建立市政府的區域和 47 個參加的城市）管轄範圍內居住的中低收入居民的住房和社區發展需要。CDC 代表洛杉磯縣政府管理每年從美國住房與城市發展部收到共計約 3000 萬元的三筆補助金：社區發展街區補助金、住房投資合作夥伴、以及緊急庇護所補助金。

社區會議將於下列日期和時間在下列地點舉行：

日期/時間： 2015 年 11 月 5 日週二，下午 2 時至 3 時 30 分  
地點： 洛杉磯縣社區發展委員會  
委員會室  
700 W. Main Street  
Alhambra, CA 91801

此外，下列 47 個城市將參加 2016-2017 財政年度的洛杉磯縣市區計劃：

Agoura Hills	El Segundo	Rolling Hills Estates
Arcadia	Hawaiian Gardens	San Dimas
Avalon	Hermosa Beach	San Fernando
Azusa	Irwindale	San Gabriel
Bell	La Canada Flintridge	San Marino
Bell Gardens	La Habra Heights	Santa Fe Springs
Beverly Hills	La Mirada	Sierra Madre
Calabasas	La Puente	Signal Hill
Cerritos	La Verne	South El Monte
Claremont	Lawndale	South Pasadena
Commerce	Lomita	Temple City
Covina	Malibu	Torrance
Cudahy	Manhattan Beach	Walnut
Culver City	Maywood	West Hollywood
Diamond Bar	Monrovia	Westlake Village
Duarte	Rancho Palos Verdes	

邀請不能參加這次社區會議的市民在社區會議期間以及在最後一次社區會議之後的 30 天內把書面意見寄到下列地址：

**Attn: CDD Division/Consolidated Plan  
Community Development Commission of the  
County of Los Angeles  
700 W. Main Street  
Alhambra, CA 91801**

邀請能夠上網的居民在 [www.lacdc.org/annualactionplan/survey](http://www.lacdc.org/annualactionplan/survey) 上完成社區居民調查。調查結果將提呈洛杉磯縣政委員會。欲索取關於行動計劃的更多資訊，或者可以利用的縣政府資源和服務，請訪問我們的網站 [www.lacdc.org/annualactionplan](http://www.lacdc.org/annualactionplan)。

需要 TTY 協助者，請致電 (800) 735-2929 與加州接駁服務聯繫，並且接駁 (626) 586-1752 與 Brian Talbot 聯繫。本次會議需要手語翻譯的市民應該在會議之前至少提前五個工作日向 Brian Talbot 提出要求。

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### DECLARATION

I am a resident of Los Angeles County, over the age of eighteen years and not a party to or interested in the matter noticed.

The notice, of which the annexed is a printed copy appeared in the:

**THE KOREA TIMES**

On the following dates:

10/21/2015

See attached →

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at Los Angeles, California, this

**29th day of October 2015**

  
Signature

**2805637**

*"The only Public Notice which is justifiable  
from the standpoint of true economy and the public interest,  
is that which reaches those who are affected by it"*



# 공고

## 로스앤젤레스 카운티 행동 계획을 위한 커뮤니티 미팅

지역 사회 개발위원회(CDC)는 카운티 내 비자치 구역 안에 주택 및 지역사회 개발에 참여하고 의견을 수렴하는 지역사회 미팅에 지역 시민들을 초대합니다. 이 미팅들에서 수렴된 주민들의 의견들은 로스앤젤레스 카운티 의회(Los Angeles County Board of Supervisors)에 제출되어 다가올 2016-2017 회계연도 예산 할당을 위한 행동 계획 개발에 반영될 것입니다. 이 행동 계획은 행동 중심의 관리 도구의 역할을 하고 로스앤젤레스 어반 카운티 프로그램의 관할권 (비자치 지역들과 47개의 참여 도시들) 안에 사는 저소득층 주민들을 위한 주택 및 지역사회 개발의 지침이 될 것입니다. 로스앤젤레스 카운티를 대신하여, CDC는 세 개의 연방 교부금을 통하여 미연방 주택 및 도시개발국으로부터 매년 받는 약 3,000만불을 관리합니다: 즉, Community Development Block Grant, HOME Investment Partnerships, 그리고 Emergency Solutions Grant.

커뮤니티 미팅들이 열리는 장소와 시간은 아래와 같습니다:

날짜/시간: 목요일, 11월 5, 2015, 2:00 p.m. - 3:30 p.m.  
장소: Community Development Commission of the County of Los Angeles  
Commission Room  
700 W. Main Street  
Alhambra, CA 91801

추가로, 다음 47개 도시들은 2016-2017 회계연도를 위한 로스앤젤레스 어반 카운티 프로그램에 참여할 것입니다:

Agoura Hills	El Segundo	Rolling Hills Estates
Arcadia	Hawaiian Gardens	San Dimas
Avalon	Hermosa Beach	San Fernando
Azusa	Irwindale	San Gabriel
Bell	La Canada Flintridge	San Marino
Bell Gardens	La Habra Heights	Santa Fe Springs
Beverly Hills	La Mirada	Sierra Madre
Calabasas	La Puente	Signal Hill
Cerritos	La Verne	South El Monte
Claremont	Lawndale	South Pasadena
Commerce	Lomita	Temple City
Covina	Malibu	Torrance
Cudahy	Manhattan Beach	Walnut
Culver City	Maywood	West Hollywood
Diamond Bar	Monrovia	Westlake Village
Duarte	Rancho Palos Verdes	

커뮤니티 미팅에 참석 할 수 없는 시민들은 커뮤니티 미팅 기간 중에 그리고 미팅 후 30일까지 의견을 써서 아래 주소로 제출하시기 바랍니다:

**Attn: CDD Division/Consolidated Plan  
Community Development Commission of the  
County of Los Angeles  
700 W. Main Street  
Alhambra, CA 91801**

인터넷에 접속이 가능한 분들은 아래 웹사이트에서 주민 설문조사를 기입해 주시기 바랍니다: [www.lacdc.org/annualactionplan/survey](http://www.lacdc.org/annualactionplan/survey). 이 설문조사 결과는 로스앤젤레스 카운티 의회에 제출될 것입니다. 행동계획을 비롯하여 제공되는 카운티 자원과 서비스들에 관한 더 자세한 정보는 저희 웹사이트를 방문하시기 바랍니다: [www.lacdc.org/annualactionplan](http://www.lacdc.org/annualactionplan).

TTY 도움은 California Relay Services (800) 735-2929로 전화해서서 Brian Tablot (626) 586-1752에게 요청하십시오. 수화 통역이 필요한 분들은 늦어도 회의 5일 영업일 전에 Brian Tablot에게 요청하시기 바랍니다.



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**DECLARATION**

I am a resident of Los Angeles County, over the age of eighteen years and not a party to any or interested in the matter noticed.

The notice, of which the annexed is a printed copy appeared in the:

**PANORAMA**

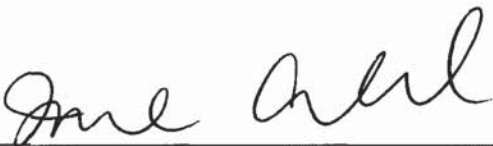
On the following dates:

**10/21/15**

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at Los Angeles, California, this

21<sup>st</sup> day of APRIL 2015



Signature

**2805635**

*"The only Public Notice which is justifiable  
from the standpoint of true economy and the public interest,  
is that which reaches those who are affected by it"*



v 90012

# **ПУБЛИЧНОЕ УВЕДОМЛЕНИЕ** Собрание с общественностью графства Лос-Анджелес по поводу ежегодного Плана действий

The Community Development Commission (CDC) приглашает всех желающих посетить собрание и принять участие в обсуждении приоритетов в развитии жилья и инфраструктуры в неинкорпорированных районах графства. Пожелания и комментарии, высказанные в ходе обсуждения, будут представлены в Совет супервайзоров графства Лос-Анджелес и учтены при разработке Плана действий, согласно которому происходит выделение фондов на грядущий 2016-2017 финансовый год. План действий служит также ориентиром при распределении федерального гранта и включении в него расходных статей, нацеленных на удовлетворение потребностей в жилье и развитой инфраструктуре для людей с низким и средним уровнями доходов, проживающих в пределах юрисдикции Los Angeles Urban County Program (неинкорпорированные районы и 47 городов-участников программы). Действуя от имени графства Лос-Анджелес, CDC занимается распределением примерно 30 миллионов долларов, ежегодно получаемых от Департамента жилищного строительства и городского развития США через три федеральных гранта: Community Development Block, HOME Investment Partnerships и Emergency Solutions. Собрание с общественностью будет проходить в указанное ниже время по следующему адресу: Когда: четверг, 5 ноября 2015 года, с 2 до 3.30 часов дня

Где: The Community Development Commission of the County of Los Angeles Commission Room  
700 W. Main Street  
Alhambra, CA 91801

Следующие 47 городов будут участвовать в программе Los Angeles Urban County на 2016-2017 финансовый год:

Agoura Hills  
Arcadia  
Avalon  
Azusa  
Bell  
Bell Gardens  
Beverly Hills  
Calabasas  
Cerritos  
Claremont  
Commerce  
Covina  
Cudahy  
Culver City  
Diamond Bar  
Duarte  
El Segundo  
Hawaiian Gardens  
Hermosa Beach  
Irwindale  
La Canada Flintridge  
La Habra Heights  
La Mirada  
La Puente  
La Verne  
Lawndale  
Lomita  
Malibu  
Manhattan Beach  
Maywood  
Monrovia  
Rancho Palos Verdes  
Rolling Hills Estates  
San Dimas  
San Fernando  
San Gabriel  
San Marino  
Santa Fe Springs  
Sierra Madre  
Signal Hill  
South El Monte



## **НАТО НАЧИНАЕТ, НО НЕ АТАКУЕТ**

**Учения при участии 36 000 военнослужащих пройдут в Италии, Испании и Португалии**

Североатлантический альянс начал крупнейшие военные учения за последнее десятилетие на фоне растущего беспокойства США и их союзников по поводу военных шагов России, и усугубляющейся нестабильности на Ближнем Востоке.

По информации НАТО, в рамках трехнедельных учений, получивших название Trident Juncture (Соединение трезубца) 36 000 военнослужащих из более 30 стран-членов НАТО и их партнеров пройдут «интенсивную подготовку» на территории Италии, Испании и Португалии.

Выступая перед журналистами на авиабазе Тапани в Италии, заместитель генерального секретаря НАТО Александр Вершбоу подчеркнул, что участники учений сражаются против «вымышленного противника», и НАТО не ищет «конфронтации ни с кем».

Однако он отметил, что альянс сталкивается с «фундаментальными вызовами» как с юга, так и с востока, среди которых — «нестабильность и экстремизм на Ближнем Востоке и в Северной Африке», а также «продолжающиеся действия России по дестабилизации Украины, а теперь и ее вмешательство в Сирии».

В ответ на это НАТО повышает «готовность» и «гибкость». «Мы очень обеспокоены наращиванием российской военной силы», — сказал Вершбоу, отвечая на вопрос об угрозе со стороны России. «Нарастающая концентрация сил в Калининграде, на Черном море, а теперь и в восточном Средиземноморье, действительно представляет собой дополнительный вызов, который нам необходимо будет всерьез учитывать».

Тем временем агентство Reuters приводит слова главнокомандующего си-

информацию после того, как достигнуто не вить такие де

В CrowdStrike были сорваны попытки проникновения в используемые ниями в течен та подписания между презид мой и предсе пином. В соот ни одно из пр знательно под корпоративны ки отечествен

МИД Китая заявляя, что Г против и прин форм хакерст вой таких про

По словам п трудно просле бератак, но что они испол тоды, которые хакерами в Ки

Компания зопасности Fi публикации, ч грозить штраф неспособность формацию. Он ствие того, что ность в их ком

## **ЛИКЕ ОДИН**

Пентагон г результате во: главнейшей северо-запа убит один из ки боевиков был связан с

**Пол  
правил  
состоя**

**НЕ ТЕРЯ**

**ЗВО**



Agoura Hills  
Arcadia  
Avalon  
Azusa  
Bell  
Bell Gardens  
Beverly Hills  
Calabasas  
Cerritos  
Claremont  
Commerce  
Covina  
Cudahy  
Culver City  
Diamond Bar  
Duarte  
El Segundo  
Hawaiian Gardens  
Hermosa Beach  
Irwindale  
La Canada Flintridge  
La Habra Heights  
La Mirada  
La Puente  
La Verne  
Lawndale  
Lomita  
Malibu  
Manhattan Beach  
Maywood  
Monrovia  
Rancho Palos Verdes  
Rolling Hills Estates  
San Dimas  
San Fernando  
San Gabriel  
San Marino  
Santa Fe Springs  
Sierra Madre  
Signal Hill  
South El Monte  
South Pasadena  
Temple City  
Torrance  
Walnut  
West Hollywood  
Westlake Village

Граждане, не имеющие возможности посетить это собрание, могут представить свои комментарии в письменном виде во время собрания и в течение 30 дней после его проведения по следующему адресу:

Attn: CDD  
Division/Consolidated Plan  
Community Development Commission  
of the County of Los Angeles  
700 W. Main Street  
Alhambra, CA 91801

Лицам, имеющим доступ к интернету, предлагается заполнить анкету Community Resident Survey на сайте: [www.lacdc.org/annualactionplan/survey](http://www.lacdc.org/annualactionplan/survey). Результаты опроса будут представлены в Совет супервайзоров графства Лос-Анджелес. Дополнительную информацию, касающуюся Плана действий, а также ресурсов и служб, которыми располагает графство, можно найти на сайте: [www.lacdc.org/annualactionplan](http://www.lacdc.org/annualactionplan). Нуждающихся в помощи TTY просим позвонить в California Relay Services по телефону: (800) 735-2929 и Брайену Тальботу (Brian Talbot): (626) 586-1752. Те, кому на собрании понадобится помощь переводчика для глухонемых, должны обратиться к Брайену Тальботу и сделать запрос не позже чем за пять рабочих дней до даты проведения собрания. 10/21/15

CNS-2805635#

ку» на территории Италии, Испании и Португалии.

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Тем временем агентство Reuters приводит слова главнокомандующего силами НАТО в Европе генерала Филипа Бридлава, сообщившего о гарантиях того, что страны НАТО сохраняют численность своих войск в Афганистане на нынешнем уровне.

Президент США Барак Обама в прошлый четверг заявил, что до конца 2016 года численность американского контингента в Афганистане останется на уровне 9 800 военнослужащих, а в 2017 году будет сокращена до 5 500.

## КИТАЙСКИЕ ХАКЕРЫ ПРОДОЛЖАЮТ АТАКИ В США

Эксперты считают, что соглашение лидеров США и КНР по кибербезопасности не остановило хакеров из Китая

Американская компания CrowdStrike, специализирующаяся на проблемах кибербезопасности, заявила, что китайские хакеры пытались проникнуть в американские технологические и фармакологические компании, чтобы украсть их коммерческую

информацию, что является нарушением их компетентности.

## ЛИКВИДИРОВАН ОДИН ИЗ ГЛАВАРЕЙ

Пентагон подтвердил, что в результате воздушного удара коалиции северо-западе Сирии, на днях убит один из главарей группировки боевиков «Харасан», который был связан с «Аль-Кайдой».

Mr. Tick

Получили  
правил вождения?  
состоянии или под

НЕ ТЕРЯЙТЕ ВРЕМЯ НА  
звоните Mr. Tic

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- DWI (вождение в состоянии опьянения)
- неявка в суд
- приостановка действия водительской лицензии
- совершение проступка
- вождение без водителя
- вождение с приостановкой водительской лицензии
- слушание в DMV
- удаление нарушений и
- снятие с криминального

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(2015.5C.C.P)

# La Opinión

915 Wilshire Blvd Ste 800, Los Angeles, CA 90017

Tel: (213)896-2260 • Fax: (213)896-2238

### STATE OF CALIFORNIA

I am a citizen of the United States and a resident of the county aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of La Opinión a newspaper of general circulation, printed and published daily in the city of Los Angeles, county of Los Angeles, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California, under the date of July 28, 1969, Case Number: 950176; that the notice, of which the annexed is a printed copy, has been published in each regular and not in any supplement thereof on the following dates, to wit:

October 21

all in the year 20<sup>15</sup>

I certified (or declared) under penalty of perjury that the foregoing is true and correct.

Dated at Los Angeles, California, this

21 day of October, 20<sup>15</sup>

Rosa Benumen

Signature

This space

Proof of pu

tamp

**AVISO PÚBLICO**  
Condado de Los Angeles  
Reunión Comunitaria para el Plan de Acción Anual  
La Comisión de Desarrollo Comunitario (CDC, por sus siglas en inglés) invita al público a asistir a una reunión comunitaria para participar y proporcionar perspectivas sobre las prioridades de vivienda y desarrollo comunitario en las áreas no incorporadas del Condado. Los comentarios y prioridades expresadas en esta reunión serán presentadas a la Junta de Supervisores del Condado de Los Angeles y pueden ser usadas para desarrollar el Plan de Acción, que asigna fondos en el próximo Año Fiscal 2016-2017, que sirve como una herramienta de gestión orientada a la acción y guía de la subvención federal de gastos para atender las necesidades de desarrollo de vivienda y comunitarios para residentes de bajos y moderados ingresos que vivan dentro de la jurisdicción del Programa del Condado Urbano de Los Angeles (áreas no incorporadas y 47 ciudades participantes). En representación del Condado de Los Angeles, el CDC administra aproximadamente \$30 millones recibidos anualmente del Departamento de Vivienda y Desarrollo Urbano de los EE.UU. a través de tres fondos federales: la Subvención en Bloque para Desarrollo Comunitario, Sociedades para la Inversión HOME, y la Subvención para Soluciones de Emergencia. La reunión comunitaria será llevada a cabo en la siguiente fecha y hora: Fecha/Hora: Jueves 5 de noviembre de 2015, 2:00 p.m. - 3:30 p.m. Ubicación: Comisión de Desarrollo Comunitario del Condado de Los Angeles Sala de la Comisión 700 W. Main Street Alhambra, CA 91801 Adicionalmente, las siguientes 47 ciudades participarán en el Programa para el Año Fiscal 2016-2017 del Condado Urbano de Los Angeles: Agoura Hills Arcadia Avalon Azusa Bell Bell Gardens Beverly Hills Calabasas Cerritos Claremont Commerce Covina Cudahy Culver City Diamond Bar Duarte El Segundo Hawaiian Gardens Hermosa Beach Irwindale La Canada Flintridge La Habra Heights La Mirada La Puente La Verne Lawndale Lomita Malibú Manhattan Beach Maywood Monrovia Rancho Palos Verdes Rolling Hills Estates San Dimas San Fernando San Gabriel San Marino Santa Fe Springs Sierra Madre Signal Hill

South El Monte  
South Pasadena  
Tempe City  
Torrance  
Walnut  
West Hollywood  
Westlake Village  
puedan asistir a una reunión comunitaria están invitados a presentar observaciones por escrito durante el periodo de la reunión comunitaria y hasta 30 días después de la última reunión comunitaria a la siguiente dirección:  
Attn: CDD  
División/Plan Consolidado  
Comisión de Desarrollo Comunitario del Condado de Los Angeles  
700 W. Main Street  
Alhambra, CA 91801  
Las personas con acceso en línea son invitadas a completar la Encuesta de Residentes de la Comunidad en [www.lacdc.org/annualactionplan/survey](http://www.lacdc.org/annualactionplan/survey). El resultado de la encuesta será presentado a la Junta de Supervisores del Condado de Los Angeles. Para información adicional acerca del Plan de Acción, así como los recursos y servicios del Condado que están disponibles, por favor visite nuestro sitio web en [www.lacdc.org/annualactionplan](http://www.lacdc.org/annualactionplan). Para asistencia TTY, llame por favor a los Servicios de Retransmisión de California al (800) 735-2929 y haga mención a Brian Talbot al (626) 586-1752. Los ciudadanos que necesiten un intérprete en lenguaje de señas deben hacer su solicitud a Brian Talbot a más tardar cinco días hábiles antes de la reunión. 10/21/15  
CNS-2805636#  
LA OPINION

ice Clipping  
of notice

**CURELY IN  
HIS SPACE**



## Appendix D: Public Hearing Notice and List of Publications

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## **PUBLIC NOTICE**

The 2016-2017 Action Plan (Action Plan) is the fourth annual implementation plan of the Five-Year 2013-2018 Housing and Community Development Consolidated Plan for the Los Angeles Urban County (Consolidated Plan). The Consolidated Plan describes the housing and community development needs, as well as activities to address those needs through the Los Angeles Urban County Program, as defined and funded by the U.S. Department of Housing and Urban Development (HUD). As required by HUD, the Consolidated Plan brings together, in one (1) consolidated submission, the planning and application aspects of the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) Programs. The Urban County Program's geographic area encompasses 47 participating cities and the entire County's unincorporated areas. Project descriptions, resources to be utilized, and proposed accomplishments for the 2016-2017 Fiscal Year (July 1, 2016 - June 30, 2017) are delineated in the Action Plan. In addition, the Action Plan addresses monitoring standards and procedures.

A public hearing on the Action Plan will be held before the Los Angeles County Board of Supervisors on:

**May 24, 2016 – 9:30 a.m.**  
**Board Hearing Room – 381 Kenneth Hahn Hall of Administration**  
**500 West Temple Street – Los Angeles, CA 90012**

Copies of the proposed document will be available during a 30-day public review and comment period from April 24, 2016 to May 24, 2016 at the following locations:

### **1<sup>st</sup> District**

Anthony Quinn Library, 3965 Cesar E. Chavez Ave., Los Angeles	(323) 264-7715
Azusa Library, 729 N. Dalton Ave., Azusa	(626) 812-5177
East Los Angeles Library, 4837 E. Third St., Los Angeles	(323) 264-0155
La Puente Library, 15920 E. Central Ave., La Puente	(626) 968-4613
Montebello Library, 1550 W. Beverly Blvd., Montebello	(323) 722-6551
Sunkist Library, 840 N. Puente Ave., La Puente, CA	(626) 960-2707

### **2<sup>nd</sup> District**

Carson Regional Library, 151 E. Carson St., Carson	(310) 830-0901
East Rancho Dominguez Library, 4420 Rose St., East Rancho Dominguez	(310) 632-6193
Graham Library, 1900 E. Firestone Blvd., Los Angeles	(323) 582-2903
Lennox Library, 4359 Lennox Blvd., Lennox	(310) 674-0385
View Park Library, 3854 W. 54 <sup>th</sup> St., Los Angeles	(323) 293-5371
Willowbrook Library, 11838 Wilmington Ave., Los Angeles	(323) 564-5698
Woodcrest Library, 1340 W. 106th St., Los Angeles	(323) 757-9373

### **3<sup>rd</sup> District**

Agoura Hills Library, 29901 Ladyface Ct., Agoura Hills	(818) 889-2278
Malibu Library, 23519 W. Civic Center Way, Malibu	(310) 456-6438
San Fernando Library, 217 North Maclay Ave., San Fernando	(818) 365-6928
West Hollywood Library, 625 N. San Vicente Blvd., West Hollywood	(310) 652-5340

#### **4<sup>th</sup> District**

El Segundo Library, 111 W. Mariposa Ave., El Segundo	(310) 524-2722
Gardena Mayme Dear Library, 1731 W. Gardena Blvd., Gardena	(310) 323-6363
Hawaiian Gardens Library, 11940 Carson St., Hawaiian Gardens	(562) 496-1212
South Whittier Library, 14433 Leffingwell Rd., Whittier	(562) 946-4415
Walnut Library, 21155 La Puente, Rd., Walnut	(909) 595-0757

#### **5<sup>th</sup> District**

Altadena Library, 600 E. Mariposa St., Altadena	(626) 798-0833
Duarte Library, 1301 Buena Vista St., Duarte	(626) 358-1865
La Verne Library, 3640 D. St., La Verne	(909) 596-1934
Lake Los Angeles Library, 16921 E. Ave. O, Suite A, Palmdale	(661) 264-0593
Littlerock Library, 35119 80 <sup>th</sup> St. East, Littlerock	(661) 944-4138
Old Town Newhall Library, 24500 Main St. Santa Clarita	(661) 259-0750
Quartz Hill Library, 42018 N. 50 <sup>th</sup> St. West, Quartz Hill	(661) 943-2454

Assisted listening devices, agenda in Braille, and/or alternate formats are available upon request. American Sign Language (ASL) interpreters, other auxiliary aids and services, or reasonable modifications to Board meeting policies and/or procedures, such as to assist members of the disabled community who would like to request a disability-related accommodation in addressing the Board, are available if requested at least three (3) business days prior to the Board meeting. Later requests will be accommodated to the extent feasible. Please telephone the Executive Office of the Board at (213) 974-1431 (voice) or (213) 974-1707 (TTY), from 8:00 a.m. to 5:00 p.m., Monday through Friday.

Copies of the proposed document are also available for review at the Community Development Commission (CDC), 700 W. Main Street, Alhambra, CA 91801. Citizens wishing to submit written comments during the public review and comment period may mail them, postmarked no later than May 24, 2016, to the CDC, to the attention of Raymond Webster, Development Specialist, Community Development Division-Grants Management Unit, who can be reached at (626) 586-1755 or [Raymond.webster@lacdc.org](mailto:Raymond.webster@lacdc.org) if there are any questions.

*Publications for 2016-2017 Action Plan Public Hearing Notice*

PUBLICATION	DISTRICTS	NEWSPAPER
Daily	5	Antelope Valley Press
Weekly	1	<b>Chinese Daily News (in Chinese)</b>
Daily	2, 4	Daily Breeze
Daily	3,4,5	Whittier Daily News
Weekly	1	Eastside Sun
Weekly	4,5	Inland Valley/Pomona Daily Bulletin
Weekly	2,3	<b>Panorama (in Russian)</b>
Daily	2	<b>Korea Times (in Korean)</b>
Daily	1,2,3,4,5	<b>La Opinion (in Spanish)</b>
Daily	2,3,5	L.A. Daily News
Weekly	2	L.A. Sentinel
Daily	1,2,3,4,5	<b>L.A. Times</b>
Weekly	2	L.A. Watts Times
Daily	5	Pasadena Star News
Daily	1,5	San Gabriel Valley Tribune

English = 11 newspapers  
 Spanish = 1 newspaper  
 Korean = 1 newspaper  
 Chinese = 1 newspaper  
 Russian = 1 newspaper

## Appendix E: Action Plan Comments and Board Approval

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## **PUBLIC COMMENTS AND APPROVAL**

The draft 2016-2017 Action Plan will be open for public review and comment from April 24th to May 24th, 2016, in accordance with U.S. Department of Housing and Urban Development (HUD) regulations Title 24 of the Code of Federal Regulations, Part 91.105(b). The document is also available for review at public libraries and at the Community Development Commission (CDC). In addition, a public hearing will be held before the Los Angeles County Board of Supervisors on May 24, 2016 at 9:30 a.m.

The public is invited to mail comments during the public comment period to the following:

Los Angeles County Community Development Commission  
Attention: CDBG Division/Raymond Webster  
700 W. Main Street, Alhambra, CA 91801

### **Comments**

All comments received will be included in the Final Action Plan submitted to HUD.

### **Approval**

The Statement of Proceedings (Minutes) of the Los Angeles County Board of Supervisors approving the Action Plan were not available for the Draft Action Plan. They will be included in the Final Action Plan and provided to HUD.



## **Appendix F: Coding Terms and Definitions**

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## **PRIORITY NEED CODE DEFINITIONS**

### **1. Housing:**

An activity that creates or improves residential units (single- or multi-family housing), including activities in support of housing, such as code enforcement as well as infrastructure development specifically to support housing development.

### **2. Homelessness:**

An activity that provides services exclusively to individuals who are homeless or at risk of homelessness.

### **3. Special Needs/Non-Homeless:**

A non-housing activity or facility which provides services exclusively to individuals with special needs who are not homeless or at risk of homelessness (e.g., persons with mental, physical or developmental disabilities, substance abusers, battered and abused spouses and other victims of domestic violence, illiterate persons, migrant farm workers emancipated foster youth up to 21 years old, and persons living with HIV/AIDS).

### **4. Community Development (CD) Anti - Crime:**

An activity designed to prevent, eliminate, or reduce crime, fraud, or delinquent behavior (e.g., neighborhood watch programs, gang diversion programs, graffiti removal, and street lighting improvements specific to the purpose of increasing visibility).

### **5. CD - Economic Development:**

An activity or improvement designed to support, increase, or stabilize business development, as well as to create or retain jobs, or expand the provision of goods and services (e.g., small business incubators, commercial and industrial development, loans to for-profit businesses, infrastructure improvements specific to expanding or creating business development).

### **6. CD - Infrastructure:**

Public improvements that support existing or future community development which benefits an entire area (e.g., roads, curbs, gutters, sewer systems, street lighting, bridges) or site.

## **7. CD - Public Facilities:**

The construction or rehabilitation of a structure or facility that houses a public use, except for the general conduct of government.

## **8. CD - Public Services:**

An activity that provides services to individuals and/or households, excluding services to specific clientele mentioned under another defined category (e.g.: seniors or youth).

## **9. CD - Senior Programs:**

A non-housing activity or facility, which provides services exclusively to an individual who, is elderly, defined as 55 years of age or older, including frail elderly, as well as elderly households.

## **10. CD - Youth Programs:**

A non-housing activity or facility which provides services to youth and/or young people, 18 years of age or younger.

## **11. CD - Planning and Administration:**

An activity, which builds the capacity of an organization, involves the development of general or specific development plans (excluding project specific plans and project administration), as well as overall program administration activities.

## **12. CD - Other:**

Any community and/or economic development activity which does not apply to any other defined category (e.g., CDBG Non-profit Organization Capacity Building and Section 108 Loan repayment).

*Revised 4/1/2013*

*Los Angeles County Community Development Commission  
Community Development Block Grant*

*Definitions of HUD Codes*

***The Los Angeles County Community Development Commission, Community Development Block Grant (CDBG) Division is providing this document for your use when working with CDBG Programs. These codes are used to describe the nature of the activity being funded by HUD. The code descriptions are written in easy-to-understand language and contain specific examples.***

**ACQUISITION AND DISPOSITION**

- 01 Acquisition***
- 02 Disposition***

**PUBLIC FACILITIES AND IMPROVEMENTS**

- 03 Public Facilities and Improvements***
- 03A Senior Centers***
- 03B Centers for the Disabled/Handicapped***
- 03C Homeless Facilities (Not Operating Costs)***
- 03D Youth Centers/Facilities***
- 03E Neighborhood Facilities***
- 03F Parks, Recreational Facilities***
- 03G Parking Facilities***
- 03H Solid Waste Disposal Facilities***
- 03I Flood and Drainage Facilities***
- 03J Water/Sewer Improvements***
- 03K Street Improvements***
- 03L Sidewalks***
- 03M Child Care Centers/Facilities for Children***
- 03N Tree Planting***
- 03O Fire Station/Equipment***
- 03P Health Facilities***
- 03Q Abused and Neglected Children's Facilities***
- 03R Asbestos Removal***
- 03S Facilities for AIDS Patients (Not Operating Costs)***
- 03T Operating Costs of Homeless/AIDS Patients Programs***

## **PUBLIC SERVICES**

- 05    *Public Services (General)***
- 05A   *Senior Services***
- 05B   *Services for the Disabled***
- 05C   *Legal Services***
- 05D   *Youth Services***
- 05E   *Transportation Services***
- 05F   *Substance Abuse Services***
- 05G   *Battered and Abused Spouses***
- 05H   *Employment Training***
- 05I   *Crime Awareness/Prevention***
- 05J   *Fair Housing Activities***
- 05K   *Tenant/Landlord Counseling***
- 05L   *Child Care Services***
- 05M   *Health Services***
- 05N   *Abused and Neglected Children***
- 05O   *Mental Health Services***
- 05P   *Screen for Lead-Based Paint/Lead Hazards Poisoning***
- 05Q   *Subsistence Payments***
- 05R   *Homeownership Assistance (Not Direct)***
- 05S   *Rental Housing Subsidies (HOME Tenant-Based Rental Assistance)***
- 05T   *Security Deposits***
- 03T   *Operating Costs of Homeless/AIDS Patients Programs***

## **HOUSING**

- 12    *Construction of Housing***
- 13    *Direct Homeownership Assistance***
- 14A   *Rehabilitation: Single-Unit Residential***
- 14B   *Rehabilitation: Multi-Unit Residential***
- 14C   *Public Housing Modernization***
- 14D   *Rehabilitation: Other Publicly Owned Residential Buildings***
- 14F   *Energy Efficient Improvements***
- 14G   *Acquisition For Rehabilitation***
- 14H   *Rehabilitation Administration***
- 14I   *Lead-Based Paint/Lead Hazard Test/Abatement***
- 16A   *Residential Historic Preservation***
- 19A   *This is not a valid code***
- 19B   *This is not a valid code***

**COMMERCIAL/INDUSTRIAL IMPROVEMENTS BY GRANTEE OR  
NON-PROFIT**

- 17A** *Commercial/Industrial Land Acquisition/Disposition*
- 17B** *Commercial/Industrial Infrastructure Development*
- 17C** *Commercial/Industrial Building Acquisition, Construction, Rehabilitation*
- 17D** *Other Commercial/Industrial Improvements*

**DIRECT ECONOMIC DEVELOPMENT ASSISTANCE TO PRIVATE  
FOR-PROFITS**

- 14E** *Rehabilitation: Publicly or Privately Owned Commercial/Industrial*
- 18A** *ED Direct: Direct Financial Assistance to For-Profit Business*
- 18B** *ED Direct: Technical Assistance*
- 18C** *Micro-Enterprise Assistance*

**GENERAL ADMINISTRATIVE AND PLANNING COSTS**

- 20** *Planning*
- 21A** *General Program Administration*
- 21B** *Indirect Costs*
- 21C** *Public Information*
- 21D** *Fair Housing Activities*
- 21E** *Submissions or Applications for Federal Programs*
- 21F** *This is not a valid code*
- 21G** *This is not a valid code*
- 21H** *HOME Administration/Planning Costs of PJs*
- 21I** *HOME CHDO Operating Expenses*

**OTHER**

- 04** *Clearance and Demolition*
- 04A** *Clean-up of Contaminated Sites/Brownfields*
- 06** *Interim Assistance*
- 07** *Urban Renewal Completion*
- 08** *Relocation*
- 09** *Loss of Rental Income*
- 10** *Removal of Architectural Barriers*
- 11** *Privately Owned Utilities*
- 15** *Code Enforcement*
- 16B** *Non-Residential Historic Preservation*
- 19C** *CDBG Non-Profit Organization Capacity Building*
- 19D** *CDBG Assistance to Institutions of Higher Education*
- 19E** *CDBG Operation and Repair of Foreclosed Property*
- 19F** *Repayments of Section 108 Loan Principal*
- 22** *Unprogrammed Funds*

## Acquisition and Disposition

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### 01 Acquisition

An activity should be coded as Acquisition if CDBG funds will be used only for the acquisition of property for a public purpose. This code is frequently used for the acquisition of property on which a public facility or public improvement will be constructed using other funds, or for the acquisition of property on which housing will be constructed using other funds. (**NOTE:** Sometimes it will be necessary to include demolition and relocation expenditures under this category because the grantee will not be able to distinguish these funds from those used for acquisition.)

For example, if land is acquired for the development of a senior center and CDBG funds will be used only for acquisition of the property, code the activity as 01. If the property will be acquired and CDBG funds will be used for constructing or rehabilitating a senior center, code the activity 03A, Senior Centers, rather than 01. However, if grantees group acquisition with relocation or disposition, the activity can be coded as acquisition (as this is usually the most expensive portion).

When CDBG funds are used to acquire housing that will also be rehabilitated with CDBG funds, code 14G, Acquisition for Rehabilitation, should be used. Use code 17A, Commercial/Industrial Land Acquisition Disposition, if the grantee or subrecipient will acquire land, clear structures, or package land for the purpose of creating an industrial park or encouraging commercial or industrial redevelopment.

For the HOME program, use this code for the acquisition of a structure that does not require rehabilitation and that will be used to provide affordable rental housing or Homeownership units. Use code 14G for the acquisition of a structure that requires rehabilitation and will be used to provide affordable rental housing or Homeownership units. Use code 12 for the acquisition of land on which new housing will be constructed using HOME funds.

ESG funds cannot be used for acquisition activities.

### 02 Disposition

Disposition can occur through the sale, lease, or donation of property acquired with CDBG funds or under urban renewal. Communities ordinarily use this term to describe costs that are incidental to disposing or transferring real property acquired with CDBG funds, and to describe the costs of temporarily maintaining properties pending disposition (for example, legal service, financial service, appraisal survey, and transfer of ownership costs).

## Public Facilities and Improvements

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CDBG, HOPWA, and ESG funds may be used by the grantee or other public or private non-profit entities for public facilities and improvements.

**The matrix codes listed below should be used when the grantee includes the cost of acquiring real property with the cost of construction or rehabilitation of a public facility or improvement.** (If CDBG funds will **only** be used to acquire property for a public facility, use the Acquisition code, 01.) Examples of public facilities include senior, handicapped, youth, or neighborhood centers, shelters for the homeless, and child care centers. Infrastructure improvements include street, sidewalk, water, sewer, flood, and drainage improvements.

Finally, commercial and industrial improvements undertaken by the grantee or a subrecipient for economic development purposes should be coded 17A, 17B, 17C, or 17D, as appropriate.

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### **03 Public Facilities and Improvements**

This is the general code for public facilities. **This code should not be used unless the activity does not fall under a more specific category.**

#### **03A Senior Centers**

Use code 03A for the construction or rehabilitation of senior citizen centers. A facility described as serving "senior citizens and the disabled" may be classified under this category; however, if the facility is intended **primarily** to serve persons with disabilities, the facility should be classified under 03B, Centers for the Disabled/Handicapped. (If the activity involves rehabilitation of a building to provide permanent housing for the elderly, the activity should be coded in the 14 series, Housing; if the activity involves new construction of such permanent housing, it should be classified under code 12, Construction of Housing.)

#### **03B Centers for the Disabled/Handicapped**

Use code 03B for construction or rehabilitation of group homes or centers for the disabled. (As noted above, if the activity involves rehabilitation of a building to provide permanent housing, it should be coded in the 14 series, Housing; if the activity involves new construction of such permanent housing, it should be classified under code 12, Construction of Housing.)



**03C Homeless Facilities (Not Operating Costs)**

Use code 03C for construction, conversion, renovation, or rehabilitation of shelters for the homeless, including shelters for battered spouses. This code should also be used for transitional housing and SROs (single room occupancy units) for the homeless that are funded by CDBG.

**NOTE:** Transitional housing for homeless persons should be coded 03C for CDBG-funded activities. However, for activities funded by other programs, transitional housing and SROs may be coded under the 14 series, as housing rehabilitation. ESG funds may not be used for new construction.

Centers for abused children should be coded under 03Q, Abused and Neglected Children's Facilities.

**03D Youth Centers/Facilities**

This refers to facilities that will be used primarily to provide services for teenage youth (ages 13 to 19). This includes playground and recreation facilities that are a part of youth center Facilities. Facilities for children ages 0 to 12 should be coded as 03M, Child Care Centers/ Facilities for Children.

**03E Neighborhood Facilities**

Use code 03E for structures that will be used for social services or for multiple purposes, including recreation, and that are principally designed to serve a neighborhood. Such facilities may include libraries and public schools.

**03F Parks, Recreational Facilities**

Use code 03F whenever the activity involves developing an open space area or a facility to be used principally for recreation purposes.

**03G Parking Facilities**

This code should be used for off-street parking lots and parking garages. If on-street parking is included as part of a street improvement program, the activity should be recorded as street improvements, unless the proposed description of the activity or the accomplishments clearly indicate that the purpose of the activity will be primarily to improve parking. If a parking addition/improvement is the major component of improvements made to a neighborhood facility or other facility under the 03 series, the activity should be classified under 03G as a parking improvement.

**03H Solid Waste Disposal Facilities**

This code should be used for any activity that describes the construction and/or rehabilitation of solid waste disposal facilities.

**03I Flood and Drainage Facilities**

This code should be used for those activities that the grantee indicates will be used for flood control or irrigation (e.g., retention ponds or catch basins). This code does not include storm sewers, street drains, or storm drains. When in doubt, use 03J for water/sewer improvements and 03K for street drains and storm drains.

**03J Water/Sewer Improvements**

Water/Sewer Improvements include installation or replacement of water lines, sanitary sewers, storm sewers, and fire hydrants. All water/sewer projects undertaken with only minor or no street improvements should be coded as 03J. Repaving of streets is generally required as part of the installation of water/sewer improvements. However, if the activity is primarily for the purpose of street improvements but involves some water/sewer improvements, the activity should be coded as 03K, Street Improvements. For example, an activity that involves paving 6 blocks of Main Street and installing 100 feet of new water lines in one of those blocks should be classified under 03K. Activities classified under the 03J code generally should not include flood and drainage facilities; flood and drainage facilities should be classified under 03I.

**03K Street Improvements**

A street improvement project may include street drains, storm drains, curb and gutter work, tunnels, bridges, and the installation of street lights or signs. If sidewalks and trees will be installed as a peripheral part of a street improvement, the activity should still be coded as Street Improvements. Street improvements that include landscaping, street lights, and/or street signs (commonly referred to as "streetscapes") should also be coded 03K.

See also the discussion above in 03J, Water/Sewer Improvements.

**03L Sidewalks**

Use this code when an activity is for the purpose of sidewalk improvements. Sidewalk improvements that include the installation of trash receptacles, trees, benches, and lighting should also be coded under 03L.

**03M Child Care Centers/Facilities for Children**

Examples of these include daycare centers and Head Start pre-school centers.

**03N Tree Planting**

Activities that are limited to tree planting (sometimes referred to as "beautification") should be coded under 03N. As noted under 03K and 03L, tree planting included as part of a streetscape activity should be coded 03K, and tree planting included as part of sidewalks should be coded 03L.

**03O Fire Station/Equipment**

In addition to the construction or rehabilitation of a fire station, this category includes the purchase of fire trucks, ambulances, and rescue equipment.

**03P Health Facilities**

This code includes both physical and mental health facilities. If the facility is more accurately classified under another category, such as one for Abused and Neglected Children (03Q), it should be classified as such.

**03Q Abused and Neglected Children's Facilities**

Use this code when the activity includes daycare, treatment, or temporary housing for abused and neglected children.

**03R Asbestos Removal**

Use this code when the primary goal of the improvement to any public facility is to remove asbestos.

**03S Facilities for AIDS Patients (Not Operating Costs)**

Construction or rehabilitation of buildings for treatment or temporary housing for people who are HIV positive or who have AIDS. If the facility is for AIDS education and prevention, the facility should be categorized under Health Facilities (03P).

**03T Operating Costs of Homeless/AIDS Patients Programs**

Use this code for operating expenses of ESG-funded emergency shelters. This code includes all costs associated with the operation of facilities (such as utilities, maintenance, and insurance) for homeless persons and/or AIDS patients. (**NOTE:** If this code is used for a CDBG-assisted activity, the activity will be included in the public service calculation, because the use of CDBG funds to pay for the cost of operating homeless/AIDS patients programs is a public service.)

## Public Services

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Examples of public services activities include CDBG-assisted programs for drug and alcohol counseling, meals-on-wheels, daycare, and Head Start; ESG-funded essential services; and HOPWA-funded supportive services. Care should be taken to distinguish a service from construction or rehabilitation of a facility where a service is being provided. For example, the construction or rehabilitation of a senior center is coded as 03A, but the funding of services provided at a facility for senior citizens is coded as 05A. Rental of a facility for a service is considered part of delivery of the service and should be coded as a public service. Public service activities also include the cost of operating and maintaining that portion of a facility in which a service is located.

Generally, if the activity is restricted to one client group such as the elderly, use the code for that client group; for example, use code 05A for Senior Services. Exceptions to this rule occur when considering employment services and substance abuse services. A grantee may code an activity such as youth employment services as either ODD, Youth Services, or 05H, Employment Training.

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### 05 Public Services (General)

**Do not use this code unless the activity cannot be classified under a more specific activity code.**

Public service activities include housing referral and counseling services, neighborhood cleanup, Homeownership counseling, food distribution (food bank services), health education, or rape prevention education. General or unspecified homeless services, including those described as essential or supportive services, may also be assigned this activity code.

Use this code for **essential services** provided by the ESG Program, unless a more specific activity code can be assigned.

### 05A Senior Services

Use code 05A for services that will be provided to elderly persons (e.g., meals-on-wheels, dial-a-ride). Also use this code for services provided for victims of Alzheimer's disease. (Code 05A, Senior Services, or 05B, Services for the Disabled, may be used for activities that will provide services for both senior citizens and persons with disabilities if the activity is not intended **primarily** to serve one group rather than the other.)

**05B Services for the Disabled**

**(Previously Referred to as Handicapped Services)**

Use this code to indicate services for persons with disabilities, regardless of age.

**05C Legal Services**

Includes programs that provide legal aid to low- and moderate-income persons. If legal services are solely to settle tenant/landlord disputes, use code 05K.

**05D Youth Services**

Use code 05D for services for teenagers (ages 13 to 19) that include, for example, recreational services limited to teenagers or a teen counseling program. If a counseling program is targeted for youth but includes counseling for the family as well, it may still be classified as a youth service if the focus is on counseling for youth. However, use GEL, Child Care Services, for services for children up to age 13, and DEN, Abused and Neglected Children, for services for abused children.

**05E Transportation Services**

Use this code for transportation services. Transportation services for a specific client group should be classified under the code for that client group; for example, use code 05A, Senior Services, for transportation services for the elderly.

**05F Substance Abuse Services**

Use this code for substance abuse recovery programs as well as prevention/education activities.

**05G Battered and Abused Spouses**

Use this code only for programs serving adults or families. If the activity is limited to serving abused and neglected children, classify the activity under DEN, Abused and Neglected Children.

**05H Employment Training**

Use this code for assistance that increases self-sufficiency. This includes literacy, independent living skills, job training, and employment service activities. These activities may be administered by the grantee or a subrecipient, such as a social service agency. When financial assistance will be used to provide job training for the creation of a permanent job (or jobs) with a specific business (or businesses), use code 18A, Economic Development Direct: Direct Financial Assistance to For-Profit Business.

- 05I Crime Awareness/Prevention**  
Use this code for any program that promotes these goals, including crime prevention education programs and paying for security guards.
- 05J Fair Housing Activities**  
**(If CDBG, subject to 15 percent public service cap)**  
Use this code for fair housing services (e.g., counseling on housing discrimination) when the grantee indicates that a national objective will be met. Use code 21 D when a national objective is not stated.
- 05K Tenant/Landlord Counseling**  
Use this code for counseling provided to help prevent or settle disputes that occur between tenants and landlords.
- 05L Child Care Services**  
Use this code for services that will benefit children (generally under age 13), including parenting skills classes. However, services exclusively for abused and neglected children should be classified under DEN, Abused and Neglected Children.
- 05M Health Services**  
Health services activities include operation of neighborhood clinics, postrape counseling, vermin abatement services (also known as "vector control"), and other activities designed to serve the health needs of residents. (Exception: Mental health services, which should be classified under 05O.)
- 05N Abused and Neglected Children**  
Use this code for daycare or other services exclusively for abused and neglected children.
- 05O Mental Health Services**  
Use this code for activities designed to address the mental health needs of residents of the community.
- 05P Screening for Lead-Based Paint/Lead Hazards Poisoning**  
Use this code for activities designed primarily to provide screening for not removal of lead-based paint and other lead poisoning hazards.

## **05Q Subsistence Payments**

For CDBG, this code should only be used for activities designed to provide one-time or short-term (no more than three months) emergency grant payments on behalf of an individual or family, generally for the purpose of preventing homelessness. Examples include use of CDBG funds to prevent the loss of utilities, or payment of rent/mortgage to prevent eviction.

For other programs, this code may be used for activities that provide tenant subsidies and other payments for expenses **other than** rent or security deposits. If payments are only for rent, code as 05S, Rental Housing Subsidies (HOME Tenant-Based Rental Assistance). Payments for security deposits should be coded 05T, Security Deposits (if HOME, not part of 5 percent Administration cap). For ESG, this code should be used for projects that provide **a range** of homeless prevention assistance, including short-term subsidies to defray rent and utility arrearages for families, security deposits or first month's rent, payments to prevent foreclosure on a home, mediation and legal services, and other similar programs.

## **05R Homeownership Assistance (Not Direct)**

CDBG: **Prior to December 11, 1995**, this category should be used for Homeownership assistance carried out as a public service. Examples include write-down of mortgage costs, payment of closing costs, and downpayment assistance. When carried out as a public service, generally the recipients are not 100 percent low- and moderate-income. The national objective should be shown as LMH.

**Effective December 11, 1995**, Homeownership under 05R is limited to only homebuyer downpayment assistance, and the activity must use the LMH (housing) national objective. (**NOTE:** Homeownership assistance provided by the authority of the National Affordable Housing Act should be classified under code 13, Direct Homeownership Assistance.)

**05S Rental Housing Subsidies (HOME Tenant-Based Rental Assistance)**

Use this code for tenant subsidies exclusively for rental payments, including HOME Tenant-Based Rental Assistance. Under CDBG, effective December 11, 1995, an activity to provide assistance for this purpose must be carried out by a community-based development organization (CHDO); prior to December 11, 1995, the activity must have been carried out by an eligible subrecipient under 570.204.

For ESG, this code should be assigned to homeless prevention projects that only provide rental subsidies.

**05T Security Deposits**

For all programs, use this code for activities exclusively providing security deposits as a form of tenant subsidy.

**03T Operating Costs of Homeless/AIDS Patients Programs**

If this code is used for a CDBG-assisted activity, the activity will be included in the public service calculation, because the use of CDBG funds to pay for the cost of operating homeless/AIDS patients programs is a public service. (**NOTE:** If this code will be used for an ESG-funded emergency shelter, the activity will be considered a public facility/service.) This code includes all costs associated with the operation of facilities (such as utilities, maintenance, and insurance) for homeless persons and/or AIDS patients.



## Housing

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Housing includes new construction, rehabilitation, and delivery costs. For CDBG, housing rehabilitation includes "handy-person," paint, smoke detector, and lock installation programs as well as water and sewer connections to housing. (Landscaping may be included as part of a rehabilitation project when performed in conjunction with other rehabilitation activities.) Code 14A should be used for single-family housing, and 14B should be used for privately owned multi-family rehabilitation.

For CDBG, the rehabilitation of facilities or shelters for homeless persons may not be coded under the 14 series. The construction or rehabilitation of homeless shelters and group homes is not generally considered housing; rather, it is considered "Public facilities" under the CDBG program. However, for programs designed to provide permanent housing for homeless persons (rather than temporary shelter), such rehabilitation may be coded under the 14 series.

For CDBG housing service expenses under 201 K, which is restricted to assisting HOME projects, use the codes that apply to the particular HOME projects.

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### **12 Construction of Housing**

Use code 12 for the construction of new housing, including the acquisition of the land on which the housing will be constructed.

ESG funds may not be used for the construction of housing.

### **13 Direct Homeownership Assistance**

Under the HOME program, use this code for Homeownership assistance.

Under the CDBG program, assistance provided to facilitate Homeownership may be in the form of subsidizing interest rates and mortgage principal amounts, payment of closing costs and downpayment assistance for low- and moderate-income homebuyers, acquiring guarantees for mortgage financing from private lenders, and financing the acquisition by low- and moderate-income persons of housing they already occupy. The assistance may be provided by the grantee or through a subrecipient, and the LMH (housing) national objective should be used. However, if all recipients are not low- or moderate-income persons, the activity must be classified 05R, Homeownership Assistance, Not Direct.

**14A Rehabilitation: Single-Unit Residential**

This category includes loans and grants for the rehabilitation of privately owned homes. **NOTE:** Under CDBG, single family means one-unit structures.

**14B Rehabilitation: Multi-Unit Residential**

For CDBG, this category includes the rehabilitation of buildings with two or more residential units. Under the CDBG program, grantees may use 14B for SROs that will provide permanent housing for low- and moderate income persons, including the elderly or persons with disabilities. SROs intended to provide temporary or transitional housing for homeless persons should be classified under the 03 series, Public Facilities and Improvements, rather than under the 14 series.

**14C Public Housing Modernization**

This type of activity includes the rehabilitation of housing units owned/operated by a public housing authority (PHA) or an Indian housing authority (IHA).

**14D Rehabilitation: Other Publicly Owned Residential Buildings**

This type of activity includes housing that is owned by a public entity other than a PHA or an IHA. This category may include SROs that are owned by a public entity other than a PHA or IHA. (CDBG: As discussed under 14B above, if the SROs are to provide permanent housing for low income persons, including the elderly or handicapped persons, they may be classified under 14D if they are owned by a public entity other than a PHA or IHA. If such SROs are intended to provide temporary shelter or transitional housing for homeless persons, they should be classified under the 03 series, Public Facilities and Improvements, rather than under the 14 series.)

**14F Energy Efficiency Improvements**

Code 14F should be used only when it is clear that the activity being funded is a rehabilitation program for the sole purpose of promoting energy efficiency (e.g., a weatherization program).

If an activity will provide energy-efficiency improvements for public housing units or other publicly owned residential buildings, it should be classified as 14C or 14D, as appropriate.

#### **14G Acquisition For Rehabilitation**

CDBG: Use code 14G when property is acquired in order that it may be rehabilitated for housing. (Use codes 01 or 17A for other acquisition activities.) 14G may be used to reflect the cost of only the acquisition if the rehabilitation costs will be paid from another source, or it may also include both the costs of acquisition and rehabilitation if the cost of the rehabilitation is also paid with CDBG funds.

For the HOME program, use this code for the acquisition of a structure that requires rehabilitation and will be used to provide affordable rental housing or Homeownership units.

#### **14H Rehabilitation Administration**

Use this code for all activity delivery costs (including staff, other direct costs, and service costs) directly related to carrying out housing rehabilitation activities. Examples of these include architectural, engineering, appraisal, and other professional services; preparation of work specifications and work write-ups; loan processing and loan origination fees; surveys, site, and utility plans; application processing; and other fees involving housing rehabilitation.

The costs of administering one or more rehabilitation programs may be classified as separate activities or they may be included as part of the total cost of each rehabilitation activity. Similarly, activities such as "rehabilitation counseling" may be included as part of housing rehabilitation activities coded 14A-14D and 14F. When housing rehabilitation administration is classified in the 14 series, a national objective must be identified. However, housing rehabilitation administration may be included under General Program Administration, code 21, without a national objective being identified. If classified in this manner, though, the activity will be included under the 20 percent Planning and Administration cap.

#### **14I Lead-Based Paint/Lead Hazard Test/Abatement**

Use this code when the primary goal of a housing rehabilitation activity is for lead-based paint and hazard evaluation and reduction.

#### **16A Residential Historic Preservation**

This code should only be used for the rehabilitation of historic residential structures.

#### **19A This is not a valid code.**

Refer to code 21H. HOME Administration/Planning Costs of PJs.

#### **19B This is not a valid code.**

Refer to code 21I, HOME CHDO Operating Expenses.

## **Commercial/Industrial Improvements by Grantee or Non-Profit**

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These codes may be used to identify special economic development activities carried out by the grantee or through a public or private non-profit subrecipient. Under this series, CDBG funds are not given to a specific for-profit business or businesses. Assistance to for-profits for economic development projects should be classified under the 18 series.

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### **17A Commercial/Industrial Land Acquisition/Disposition**

Use code 17A if the grantee or subrecipient will acquire land, clear structures, or package commercial or industrial property for a special economic development activity, like creating an industrial park.

### **17B Commercial/Industrial Infrastructure Development**

Use code 17B if the grantee or subrecipient will make street improvements, water improvements, parking additions, rail transport improvements, or other improvements to a site for a special economic development activity. This category may include installation of public improvements in an industrial site or construction of streets/roads to and through commercial/industrial areas.

### **17C Commercial/Industrial Building Acquisition, Construction, Rehabilitation**

Use code 17C if the grantee or subrecipient will acquire, construct, or rehabilitate a commercial/industrial building for a special economic development activity.

### **17D Other Commercial/Industrial Improvements**

Use this code for other commercial and industrial improvements undertaken by the grantee or a non-profit for a special economic development activity that is not covered by 17A, 17B, or 17C.

## Direct Economic Development Assistance to Private For-Profits

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Direct assistance to a for-profit entity, provided either by the grantee or through a subrecipient, should be classified under the 18 series.

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### **14E Rehabilitation: Publicly or Privately Owned Commercial/Industrial**

Use code 14E only if the rehabilitation will be limited to improvements to the exterior of a commercial building (generally referred to as "facade improvements") or to the correction of code violations.

**NOTE:** Rehabilitation of public facilities should be classified under the 03 series, Public Facilities and Improvements. Also, code 17C (Commercial/Industrial Building Acquisition, Construction, and Rehabilitation) should be used for commercial and industrial building rehabilitation conducted by the grantee or a non-profit as part of a special economic development activity. Code 17B (Commercial/Industrial Infrastructure Development) should be used to indicate funds a grantee or non-profit subrecipient uses to rehabilitate a privately owned commercial/industrial building.

### **18A ED Direct: Direct Financial Assistance to For-Profit Business**

Use code 18A if the grantee or subrecipient will provide financial assistance to a for-profit business. Examples may include loans, loan guarantees, or grants to acquire property, clear structures, construct or rehabilitate a building, and/or purchase equipment. Activities coded 18A generally use a national objective code of LMJ (indicating a benefit to low and moderate-income persons on the basis of the creation or retention of jobs) and report job creation/retention accomplishments.

### **18B ED Direct: Technical Assistance**

Use code 18B if a grantee or subrecipient will provide technical assistance to for-profit businesses. This includes workshops, marketing, or referrals.

### **18C Micro-Enterprise Assistance**

Use code 18C for activities that involve providing financial assistance, technical assistance, or general support services/programs to owners of and persons developing micro-enterprises. (A micro-enterprise is a business with five or fewer employees, including the owner(s).)

## General Administrative and Planning Costs

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### **20 Planning**

Use code 20 for planning activities identified by the grantee—except those planning activities conducted by HOME participating jurisdictions (PJs), which should be coded 21H.

Examples of the types of activities included under planning and capacity building include development of comprehensive plans (for example, a consolidated plan), energy strategies, community development plans, environmental studies, area neighborhood plans, and functional plans. **NOTE:** A national objective is not required for planning activities.

### **21A General Program Administration**

This code is used to indicate reasonable costs of overall program management, coordination, monitoring, and evaluation. Such costs include (but are not limited to) salaries, wages, and related costs of the recipient's staff or other staff engaged in program administration, which includes (but is not limited to) providing information about the program, preparing program budgets and schedules, preparing reports, and other costs for goods or services needed for administration of the program. This code should also be used to report the use of CDBG funds to administer a federally designated Empowerment Zone or Enterprise Community, or to administer the HOME program.

### **21B Indirect Costs**

Use this code to indicate costs charged to a program under an indirect cost allocation plan.

### **21C Public Information**

This code is used for the provision of information and other resources to residents and citizen organizations participating in the planning, implementation, or assessment of activities.

**21D Fair Housing Activities**

(Subject to 20 percent Administration cap.) Use code 21 D to identify fair housing activities that are to be included among General Program Administration activities. Fair housing activities classified under 21D are subject to the 20 percent Planning and Administration cap but do not have to have a national objective identified. **(NOTE:** Fair housing activities carried out as a public service rather than as part of program administration may be classified under 05J, Fair Housing Activities.)

**21E Submissions or Applications for Federal Programs**

Use this code for the preparation of documents required for submission to HUD to receive funds under the CDBG program and to prepare applications for other federal programs when the grantee has determined that such activities are necessary to achieve its community development needs.

**21F This is not a valid code.**

Refer to code 05S, Rental Housing Subsidies (HOME Tenant-Based Rental Assistance).

**21G This is not a valid code.**

Refer to code 05T, Security Deposits.

**21H HOME Administration/Planning Cost of PJs  
(Subject to 10 percent Administration cap.)**

Administration and planning costs of a HOME participating jurisdiction (PJ) may include program management, coordination, planning, monitoring, and evaluation activities.

**21I HOME CHDO Operating Expenses  
(Subject to 5 percent Operating Expenses cap.)**

Use this code to indicate expenses incurred for operating costs associated with a CHDO carrying out its activities. The actual costs of new housing construction, acquisition, and rehabilitation should not be assigned this code.

## Other

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### **04 Clearance and Demolition**

Included under this code are activities that involve the clearance or demolition of buildings and improvements, or the movement of structures to other sites.

### **04A Clean-up of Contaminated Sites/Brownfields**

Use this code for activities that are designed primarily for cleaning toxic/environmental waste or contamination from a site.

### **06 Interim Assistance**

There are two circumstances under which the Interim Assistance code may be used:

- a. When making limited improvements (e.g., repair of streets, sidewalks, or public buildings) to areas with determinable signs of physical deterioration when the improvements are intended to arrest deterioration prior to permanent improvements being made.
- b. When the activity will alleviate an emergency condition threatening public health and safety, such as emergency removal of tree limbs or other debris after a major storm.

### **07 Urban Renewal Completion**

This code should be used only if the assistance will be used for the completion of urban renewal projects. (This code refers to the close-out of the urban renewal categorical grant program that preceded CDBG; active urban renewal projects that are now being completed are generally located in large cities.) Activities involving downtown renewal, downtown redevelopment, or urban renewal should NOT be coded 07 unless it is clear that the activity will result in the closing out of an urban renewal project.

### **08 Relocation**

Funds may be used for relocation payments and assistance to displaced persons, including individuals, families, businesses, non-profit organizations, and farms.

### **09 Loss of Rental Income**

This activity involves the use of funds to pay housing owners for the loss of rental income incurred by holding (for temporary periods) housing units to be used for the relocation of individuals and families displaced by CDBG-assisted activities.



**10 Removal of Architectural Barriers**

**NOTE: This code should NOT be used for activities assisted on or after December 11, 1995.** Effective December 11, 1995, assisted activities must be classified as either Housing under the 14 series or as Public Facilities and Improvements under the 03 series.

Use this code for activities assisted prior to December 11, 1995, when the activity was undertaken for the purpose of improving the accessibility of facilities for persons with disabilities. Some common activities within this category include curb cuts, wheelchair ramps, or alterations to buildings for increasing handicapped accessibility, such as wider doorways or elevators. This code should be used for public facilities, buildings, or private residences where CDBG funds are used to remove barriers for increasing handicapped accessibility.

**11 Privately Owned Utilities**

This code should be used for an activity that involves the use of CDBG funds to acquire, reconstruct, rehabilitate, or install the distribution lines and facilities of privately owned utilities, including placing new or existing distribution facilities and lines underground.

**15 Code Enforcement**

Code enforcement involves the payment of salaries and overhead costs directly related to the enforcement of local codes. Use this code only for payment of costs associated with property inspection and follow-up action, such as legal proceedings. If CDBG funds will be used to correct code violations, use the appropriate rehabilitation code.

**16B Non-Residential Historic Preservation**

This code should be used for any non-residential historic building that will be rehabilitated. Examples include the rehabilitation of an historic building for use by an historic preservation society, the renovation of an historic building for use as a museum, or the renovation of an historic building for use as a neighborhood facility.

**19C CDBG Non-Profit Organization Capacity Building**

Use this code for activities funded under the CDBG program that increase the capacity of non-profit organizations to carry out eligible neighborhood revitalization or economic development activities. Activities that strengthen non-profits may include providing staff with specialized training and technical assistance.

**19D CDBG Assistance to Institutions of Higher Education**

Use this code when assistance is provided to institutions of higher education that have demonstrated a capacity to carry out eligible activities.

**19E CDBG Operation and Repair of Foreclosed Property**

This code should be used for activities that use CDBG funds to make essential repairs and to pay operating expenses necessary to maintain the habitability of housing units acquired through tax foreclosure in order to prevent abandonment and deterioration of such housing primarily in low- and moderate-income neighborhoods.

**19F Repayments of Section 108 Loan Principal**

Use this code to indicate repayment of principal for a Section 108 Loan Guarantee.

**21 Unprogrammed Funds**

This code should only be used to identify funds that have not been programmed for use. This category may include funds identified as reserve or contingency funds.

## Appendix G: Action Plan by Region

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# 2016/2017 Action Plan Index By Region

## **Jurisdiction: 1<sup>st</sup> District**

### **Strategy Area: Avocado Heights-Bassett**

Invest. Level	Project No.	Project Name
III	1KE14A-16	Single Family Rehabilitation Loan Program
III	601774-16	First Districtwide CBR Rehabilitation
III	600857-16	Domestic Violence Intervention/Prevention
III	E96111-16	Salvation Army Bell Shelter

### **Strategy Area: Covina Islands**

Invest. Level	Project No.	Project Name
II	601224-16	Fiesta Program
II	601774-16	First Districtwide CBR Rehabilitation
III	1KE14A-16	Single Family Rehabilitation Loan Program
II	600857-16	Domestic Violence Intervention/Prevention
II	E96111-16	Salvation Army Bell Shelter

### **Strategy Area: East Azusa Islands**

Invest. Level	Project No.	Project Name
II	1KE14A-16	Single Family Rehabilitation Loan Program
II	601774-16	First Districtwide CBR Rehabilitation
II	600857-16	Domestic Violence Intervention/Prevention
II	E96111-16	Salvation Army Bell Shelter

### **Strategy Area: East Los Angeles**

Invest. Level	Project No.	Project Name
II, III, IV	E96111-16	Salvation Army Bell Shelter
II, III, IV	601756-16	Empowerment for Victims of Domestic Violence
II, III, IV	F96125-16	Project S.T.A.R. (Studying, Tutoring, and Reading)
II, III, IV	600857-16	Domestic Violence Intervention/Prevention
II, III, IV	601774-16	First Districtwide CBR Rehabilitation
II, III, IV	1KE14A-16	Single Family Rehabilitation Loan Program
II, III, IV	601387-16	Senior Empowerment Program
II, III, IV	601388-16	Youth Development Program
III	601469-16	Maravilla Dispositon

### **Strategy Area: North Claremont Islands**

II	601774-16	First Districtwide CBR Rehabilitation
II	1KE14A-16	Single Family Rehabilitation Loan Program
II	600857-16	Domestic Violence Intervention/Prevention
II	E96111-16	Salvation Army Bell Shelter

### **Strategy Area: South San Gabriel**

Invest. Level	Project No.	Project Name
II	1KE14A-16	Single Family Rehabilitation Loan Program
II	601774-16	First Districtwide CBR Rehabilitation
II	600857-16	Domestic Violence Intervention/Prevention
II	E96111-16	Salvation Army Bell Shelter

# 2016/2017 Action Plan Index By Region

## **Jurisdiction: 1<sup>st</sup> District Continued**

### **Strategy Area: Valinda**

Invest. Level	Project No.	Project Name
II	E96111-16	Salvation Army Bell Shelter
II	601224-16	Fiesta Program
II	1KE14A-16	Single Family Rehabilitation Loan Program
II	601774-16	First Districtwide CBR Rehabilitation
II	600857-16	Domestic Violence Intervention/Prevention

### **Strategy Area: West Puente Valley**

Invest. Level	Project No.	Project Name
II	E96111-16	Salvation Army Bell Shelter
II	601638-16	Project STAR (Sunkist)
II	601224-16	Fiesta Program
II	601774-16	First Districtwide CBR Rehabilitation
III	1KE14A-16	Single Family Rehabilitation Loan Program
II	600857-16	Domestic Violence Intervention/Prevention

### **Strategy Area: Whittier Narrows**

Invest. Level	Project No.	Project Name
II	E96111-16	Salvation Army Bell Shelter
II	601774-16	First Districtwide CBR Rehabilitation
III	1KE14A-16	Single Family Rehabilitation Loan Program
II	600857-16	Domestic Violence Intervention/Prevention

### **Strategy Area: Walnut Park**

Invest. Level	Project No.	Project Name
II, III, IV	E96111-16	Salvation Army Bell Shelter
II, III, IV	1KE14A-16	Single Family Rehabilitation Loan Program
II, III, IV	601774-16	First Districtwide CBR Rehabilitation
II, III, IV	600857-16	Domestic Violence Intervention/Prevention
II, II, IV	601753-16	Walnut Park Senior Empowerment Program

## **Jurisdiction: 2nd District**

### **Strategy Area: Alondra Park**

Invest. Level	Project No.	Project Name
II	2KC14A-16	Single Family Rehabilitation Loan Program
II	F96227-16	Homeowner Fraud Prevention Program
II	F96232-16	Century Station Code Enforcement Project
II	L96217-16	Handyworker Program (PACE)
II	E96201-16	Homeless Shelter and Ancillary Services
II	E96212-16	Children's Project – CRP (Junior Blind of America)
II	600928-16	Transition Youth Services
II	601591-16	Food Distribution & CalFresh Applicants Outreach Project

# 2016/2017 Action Plan Index By Region

## Jurisdiction: 2nd District Continued

### Strategy Area: Athens/West Athens/Westmont

Invest. Level	Project No.	Project Name
II, III, IV	L96217-16	Handyworker Program (PACE)
II, III, IV	2KC14A-16	Single Family Rehabilitation Loan Program
II, III, IV	F96227-16	Homeowner Fraud Prevention Program
II, III, IV	F96232-16	Century Station Code Enforcement Project
II, III, IV	601356-16	Mary B. Henry Community Clinic
II, III, IV	E96201-16	Homeless Shelter and Ancillary Services
II, III, IV	E96212-16	Children's Project – CRP (Junior Blind of America)
II, III, IV	600928-16	Transition Youth Services
II, III, IV	601591-16	Food Distribution & CalFresh Applicants Outreach Project

### Strategy Area: East Compton

Invest. Level	Project No.	Project Name
II, III	2KC14A-16	Single Family Rehabilitation Loan Program
II, III	F96227-16	Homeowner Fraud Prevention Program
II, III	F96228-16	Team Ridley-Thomas Drug Prevention & Gang Intervention Program
II, III	F96232-16	Century Station Code Enforcement Project
II, III	601356-16	Mary B. Henry Community Clinic
II, III	601526-16	CCEO YouthBuild Handyworker
II, III	E96201-16	Homeless Shelter and Ancillary Services
II, III	E96212-16	Children's Project – CRP (Junior Blind of America)
II, III	600928-16	Transition Youth Services
II, III	601591-16	Food Distribution & CalFresh Applicants Outreach Project

### Strategy Area: Florence

Invest. Level	Project No.	Project Name
III	L96217-16	Handyworker Program (PACE)
III	2KC14A-15	Single Family Rehabilitation Loan Program
III	F96227-16	Homeowner Fraud Prevention Program
III	F96228-16	Team Ridley-Thomas Drug Prevention & Gang Intervention Program
III	F96232-16	Century Station Code Enforcement Project
III	600919-16	Capacity Building
III	600920-16	Technical Assistance
III	601356-16	Mary B. Henry Community Clinic
III	E96201-16	Homeless Shelter and Ancillary Services
III	E96212-16	Children's Project – CRP (Junior Blind of America)
III	600928-16	Transition Youth Services
III	601591-16	Food Distribution & CalFresh Applicants Outreach Project

# 2016/2017 Action Plan Index By Region

## **Jurisdiction: 2nd District Continued**

### **Strategy Area: Graham (Firestone)**

Invest. Level	Project No.	Project Name
II, III, IV	2KC14A-16	Single Family Rehabilitation Loan Program
II, III, IV	F96228-16	Team Ridley-Thomas Drug Prevention & Gang Intervention Program
II, III, IV	F96232-16	Century Station Code Enforcement Project
II, III, IV	601356-16	Mary B. Henry Community Clinic
II, III, IV	E96201-16	Homeless Shelter and Ancillary Services
II, III, IV	E96212-16	Children's Project – CRP (Junior Blind of America)
II, III, IV	600928-16	Transition Youth Services
II, III, IV	601591-16	Food Distribution & CalFresh Applicants Outreach Project

### **Strategy Area: Lennox**

Invest. Level	Project No.	Project Name
III	E96212-16	Children's Project – CRP (Junior Blind of America)
III	600928-16	Transition Youth Services
III	L96217-16	Handyworker Program (PACE)
III	2KR14A-16	Lennox Health & Safety Correction – Single-Unit
III	2KR14B-16	Lennox Health & Safety Correction – Multi-Unit
III	2KC14A-16	Single Family Rehabilitation Loan Program
III	F96227-16	Homeowner Fraud Prevention Program
III	F96228-16	Team Ridley-Thomas Drug Prevention & Gang Intervention Program
III	601526-16	CCEO YouthBuild Handyworker
III	F96232-16	Century Station Code Enforcement Project
III	E96201-16	Homeless Shelter and Ancillary Services
III	601591-16	Food Distribution & CalFresh Applicants Outreach Project

### **Strategy Area: West Compton**

Invest. Level	Project No.	Project Name
III	601526-16	CCEO YouthBuild Handyworker
II, III, IV	F96227-16	Homeowner Fraud Prevention Program
II, III, IV	F96232-16	Century Station Code Enforcement Project
II, III, IV	2KC14A-16	Single Family Rehabilitation Loan Program
II, III, IV	E96201-16	Homeless Shelter and Ancillary Services
II, III, IV	E96212-16	Children's Project – CRP (Junior Blind of America)
II, III, IV	600928-16	Transition Youth Services
II, III, IV	601591-16	Food Distribution & CalFresh Applicants Outreach Project

### **Strategy Area: Willowbrook**

Invest. Level	Project No.	Project Name
II, III, IV	2BF02X-16	Willowbrook Community Redevelopment Project – Disposition
II, III, IV	2KC14A-16	Single Family Rehabilitation Loan Program
II, III, IV	601780-16	Ujima Village Disposition
II, III, IV	F96227-16	Homeowner Fraud Prevention Program
II, III, IV	F96232-16	Century Station Code Enforcement Project
II, III, IV	601356-16	Mary B. Henry Community Clinic
II, III, IV	E96201-16	Homeless Shelter and Ancillary Services
II, III, IV	E96212-16	Children's Project – CRP (Junior Blind of America)
II, III, IV	600928-16	Transition Youth Services
II, III, IV	601591-16	Food Distribution & CalFresh Applicants Outreach Project

# 2016/2017 Action Plan Index By Region

## **Jurisdiction: 4th District**

### **Strategy Area: Northwest Whittier**

Invest. Level	Project No.	Project Name
II	600727-16	Code Enforcement
II	4KA14A-16	Single Family Rehabilitation Loan Program
II	601764-16	Handyworker Program

### **Strategy Area: Northwest Whittier**

Invest. Level	Project No.	Project Name
II	F96409-16	Amigo Park Recreation Program
II	600727-16	Code Enforcement
II	4KA14A-16	Single Family Rehabilitation Loan Program
II	601764-16	Handyworker Program

### **Strategy Area: Hacienda Heights**

Invest. Level	Project No.	Project Name
II	4KA14A-16	Single Family Rehabilitation Loan Program
II	F96411-16	Hacienda Heights Community Recreation Room
II	601764-16	Handyworker Program
II	600727-16	Code Enforcement

### **Strategy Area: Rowland Heights**

Invest. Level	Project No.	Project Name
II	F96415-16	Youth Activities League – Carolyn Rosas Park
II	600727-16	Code Enforcement
II	4KA14A-16	Single Family Rehabilitation Loan Program
II	601590-16	Pathfinder Senior Recreation Program
II	601764-16	Handyworker Program

### **Strategy Area: South Whittier**

Invest. Level	Project No.	Project Name
II	600727-16	Code Enforcement
II	4KA14A-16	Single Family Rehabilitation Loan Program
II	F96410-16	Adventure Park Recreation Program
II	601764-16	Handyworker Program

### **Strategy Area: West Whittier-Los Nietos**

Invest. Level	Project No.	Project Name
II	600727-16	Code Enforcement
II	4KA14A-16	Single Family Rehabilitation Loan Program
II	601764-16	Handyworker Program



# 2016/2017 Action Plan Index By Region

## **Jurisdiction: 5<sup>th</sup> District**

### **Strategy Area: Altadena**

II	600475-16	Loma Alta Park Recreation Center
II	601468-16	West Altadena - Disposition
II	601063-16	Bright Scholars Program
II	4KA14A-16	Single Family Rehabilitation Loan Program
II	601760-16	Handyworker Program

### **Strategy Area: Monrovia-Arcadia-Duarte Islands**

Invest. Level	Project No.	Project Name
II	601760-16	Handyworker Program
II	600482-16	Pamela Park Recreation Program
II	4KA14A-16	Single Family Rehabilitation Loan Program

### **Strategy Area: East Antelope Valley**

Invest. Level	Project No.	Project Name
II	600819-16	Healthy Homes
II	4KA14A-16	Single Family Rehabilitation Loan Program
II	601681-16	Handyworker Program

### **Strategy Area: East Pasadena**

Invest. Level	Project No.	Project Name
II	4KA14A-16	Single Family Rehabilitation Loan Program
II	601063-16	Bright Scholars Program

### **Strategy Area: Littlerock/Pearblossom**

Invest. Level	Project No.	Project Name
II	600483-16	Pearblossom Park Recreation Program
II	4KA14A-16	Single Family Rehabilitation Loan Program
II	601681-16	Handyworker Program
II	600819-16	Healthy Homes

### **Strategy Area: Quartz Hill**

Invest. Level	Project No.	Project Name
I	601681-16	Handyworker Program
I	600819-16	Healthy Homes
I	4KA14A-16	Single Family Rehabilitation Loan Program

### **Strategy Area: South Antelope Valley**

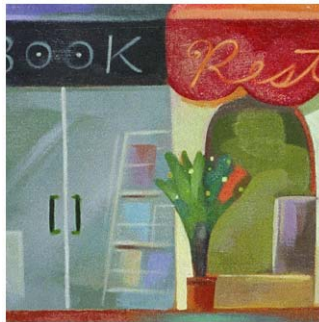
Invest. Level	Project No.	Project Name
II	600819-16	Healthy Homes
II	4KA14A-16	Single Family Rehabilitation Loan Program

### **Strategy Area: West Santa Clarita Valley**

Invest. Level	Project No.	Project Name
I	E96508-16	Samuel Dixon Family Health Center
I	4KA14A-16	Single Family Rehabilitation Loan Program
I	L96509-16	Handyworker Program

## Appendix H: Glossary of Terms

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Community Development Commission  
of the  
County of Los Angeles

## GLOSSARY

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**Accessible (Fair Housing Act):** Public or common use area of a building that can be approached, entered, and used by individuals with physical impairments.

**Accessible (Section 504):** Facility or portion of a facility, when designed, constructed, or altered, which can be approached, entered, and used by individuals with physical impairments.

**Accessible housing:** Housing designed to allow easier access for physically disabled or vision impaired persons.

**ACS:** American Community Survey, conducted by the U.S. Census Bureau every year.

**ADDI:** American Dream Downpayment Initiative, designed to assist low-income first-time homebuyers in purchasing single-family homes by providing funds for downpayments, closing costs, and up-front rehabilitation. Administered as a part of HOME.

**Affordability (HOME):** Refers to the requirements of the HOME Program that relate to the cost of housing both at initial occupancy and over established timeframes, as prescribed in the HOME regulations. Affordability requirements vary depending on the nature of the HOME-assisted activity (i.e., homeownership or rental housing).

**Affordable housing:** Housing is considered affordable if it and all related expenses impose a cost of no more than 30 percent of a household's monthly income. See **Cost Burden**. Programs that encourage affordable housing include decent and safe rental and homeowner housing, for extremely low-, very low-, low-, and moderate-income households.

**Age Discrimination Act of 1975:** Prohibits discrimination on the basis of age in programs or activities receiving federal financial assistance.

**Agency (U.S. Government):** Any department, agency, commission, authority, administration, board, or other independent establishment in the executive branch of the government, including any corporation wholly or partly owned by the United States that is an independent instrumentality of the United States, not including the municipal government of the District of Columbia.

**AMI:** Area median income

**Annual Action Plan:** One-year plan for the expenditure of federal housing and community development funds. Five annual action plans correspond to the priority needs, goals, and objectives set out in each period's five-year Consolidated Plan. An Action Plan includes an application for federal funds under HUD's formula grant programs, identification of federal and other resources expected to be used in the year, and description of activities to be undertaken.

**Architectural Barriers Act of 1968:** Requires that buildings and facilities designed, constructed, altered, or leased with certain federal funds after September 1969 be accessible to and useable by handicapped persons.

**At Risk of Homelessness (Category 1):** An individual or family who has an annual income below 30 percent of MFI, does not have sufficient resources or support networks immediately available to prevent them from moving to an emergency shelter or another place defined in Category 1 of the "homeless" definition, and meets one of the following conditions:

- Has moved because of economic reasons 2 or more times during the 60 days immediately preceding the application for assistance,
- Is living in the home of another because of economic hardship,
- Has been notified that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance,
- Lives in a hotel or motel and the cost is not paid for by charitable organizations or by federal, state, or local government programs for low-income individuals,
- Lives in an SRO or efficiency apartment unit in which there reside more than 2 persons or lives in a larger housing unit in which there reside more than 1.5 persons per room,
- Is exiting a publicly funded institution or system of care, or
- Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness.

**At Risk of Homelessness (Category 2):** A child or youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under another Federal statute

**At Risk of Homelessness (Category 3):** An unaccompanied youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under section 725(2) of the McKinney-Vento Homeless Assistance Act, and the parent(s) or guardian(s) or that child or youth if living with him or her.

**BEA:** Bureau of Economic Analysis.

**BLL:** Blood lead level, a measure of lead in the blood measured in micrograms of lead per deciliter of blood ( $\mu\text{g/dL}$ ). Lead poisoning occurs with an EBLL (elevated blood lead level), determined by the U.S. CDC to be 25 ( $\mu\text{g/dL}$ ) in adults and 5 ( $\mu\text{g/dL}$ ) in children.

**BLS:** Bureau of Labor Statistics

**California Fair Employment and Housing Act (FEHA):** Extends additional protections based on sexual orientation, ancestry, source of income, and marital status.

**Brownfields Economic Development Initiative (BEDI) Grant Program:** Designed to help cities redevelop abandoned, idled, or underutilized industrial and commercial properties and facilities where expansion or redevelopment is complicated by real or potential environmental contamination. Provides funding to local governments which can be used in conjunction with CDBG and Section 108 loan guarantees to finance redevelopment of brownfield sites.

**CAPER (Consolidated Annual Performance and Evaluation Performance Report):** Annual report that allows HUD, local officials, and the public to evaluate a grantee's overall performance, including whether activities and strategies undertaken during the preceding year made an impact on the goals and needs identified in the Consolidated Plan.

**Capital Fund Program (CFP):** Provides funds, annually, to PHAs for the development, financing, and modernization of public housing developments and for management improvements.

**CAR:** California Association of Realtors®

**CDBG (Community Development Block Grant) Program:** Federal grant program that distributes housing and community development funds to states, counties, and cities. Funds are used for activities such as housing construction and rehabilitation; economic development; public services that benefit low- and moderate- income people; and activities that eliminate slums and blight or meet urgent needs.

**CDC:** Community Development Commission of the County of Los Angeles, lead agency for the *2013–2018 Los Angeles Urban County Consolidated Plan for Housing and Community Development* and administrator of the County's federal housing and community development program funds. The CDC comprises numerous divisions, each with its own area of responsibility. CDC staff also coordinate with other County departments, approximately 85 community-based organizations, and the Los Angeles Homeless Services Authority to meet Consolidated Plan goals and allocate CDBG, HOME and ESG program funds.

**CDC (U.S.):** U.S. Centers for Disease Control and Prevention

**CDHS:** California Department of Health Services

**Census tract:** Geographic area of measurement defined by the U.S. Census Bureau. Census tract boundaries are updated with each decennial census based on population size, and ideally represent approximately the same number of persons in each tract (generally between 1,200 and 8,000 persons, with an optimum size of 4,000 persons).

**Certification:** A written assertion based on supporting evidence that must be kept available for inspection by HUD, by the Inspector General of HUD, and by the public. The assertion shall be deemed to be accurate unless HUD determines otherwise, after inspecting the evidence and providing due notice and opportunity for comment.

**CHAS:** HUD's Comprehensive Housing Affordability Strategy

**CHDO (Community and Housing Development Organization):** Private nonprofit, community-based service organization whose primary purpose is to provide and develop decent, affordable housing. Certified CHDOs are approved by HUD grantees to confirm that they meet certain HOME Program requirements, making them eligible for HOME funding. At least one-third of the board of CHDOs must come from low-income areas.

**Chronically Homeless:** Having a disabling condition and having either been continuously homeless for a year or more or have had at least four (4) episodes of homelessness in the past three (3) years: sleeping in a place not meant for human habitation and/or in an emergency shelter/safe haven during that time.

**CLPPP:** U.S. CDC's Childhood Lead Poisoning Prevention Program

**CoC (Continuum of Care):** Policies designed to address homelessness that include a coordinated, community-based process of identifying needs and building a system to address those needs, based on the understanding that homelessness is not caused merely by a lack of shelter, but involves a variety of underlying, unmet needs—physical, economic, and social.

**Consolidated Plan (Consolidated Plan for Housing and Community Development):** Five-year planning document prepared by HUD grantees in exchange for federal funding from the CDBG, ESG, HOME, and HOPWA programs. Consolidated Plans evaluate needs based on current data and citizen participation; define goals and objectives to meet priority needs; create a five-year strategy to achieve goals; and describe individual activities and current funding levels in an Annual Action Plan for the first year of the five-year period.

**Cost burden:** The condition that occurs when a household has gross housing costs that range from 30.1 to 50 percent of gross household income.

**CPP:** Citizen Participation Plan, required for Consolidated Plans

**Developmental Disability (Developmental Disabilities Assistance and Bill of Rights Act of 2000):**

- (1) A severe, chronic disability of an individual that:
  - (i) Is attributable to a mental or physical impairment or combination of mental and physical impairments,
  - (ii) Is manifested before the individual attains age 22,
  - (iii) Is likely to continue indefinitely,
  - (iv) Results in substantial functional limitations in three or more of the following areas of major life activity:
    - (A) Self-care;
    - (B) Receptive and expressive language;
    - (C) Learning;
    - (D) Mobility;
    - (E) Self-direction;
    - (F) Capacity for independent living; or
    - (G) Economic self-sufficiency.or
  - (v) Reflects the individual's need for a combination and sequence of special, interdisciplinary, or generic services, individualized supports, or other forms of assistance that are of lifelong or extended duration and are individually planned and coordinated.
- (2) An individual from birth to age 9, inclusive, who has a substantial developmental delay or specific congenital or acquired condition if the individual, without services and supports, has a high probability of meeting three (3) or more of above the criteria later in life.

**Disability:** A lasting physical, mental, or emotional condition that makes it difficult for a person to conduct daily activities of living or impedes him or her from being able to go outside the home alone or to work.

**Disproportionate share:** Exists when the percentage of a population is 10 percentage points or more above the study area average.

**DPH:** Los Angeles County Department of Public Health

**EBLL:** See BLL.

**EDI:** Economic Development Initiative Grant Program; provides grants to local governments to be used in conjunction with Section 108 loan guarantees, enhancing the security of Section 108 loans and making more feasible the development and revitalization projects that Section 108 guarantees finance. EDI grants may be used to provide additional security for Section 108 loans (for example, as a loss reserve), thereby reducing the exposure of its CDBG funds (which by law must be pledged as security for the loan guarantees) or to pay for costs associated with a project.

**Elderly (CDC, CDBG non-housing activities):** A person aged 55 or older, as defined by the County for non-housing activities; CDBG regulations do not define the term "elderly" and allow grantees to choose their own definitions. The CDBG low and moderate-income limited clientele national objective at 570.208(a)(2)(i)(A) includes the elderly.

**Elderly (Census Bureau):** A person aged 65 or older. Includes the **frail elderly** population: those aged 75 or older.

**Elderly (HUD):** A person aged 62 or older, as defined in 24 CFR 91.5 and 24 CFR 5.100.

**Emergency shelter (HUD):** Any facility with overnight sleeping accommodations, the primary purpose of which is to provide temporary shelter for the homeless in general or for specific populations of the homeless.

**Entitlement community:** Unit of general local government that qualifies to receive CDBG entitlement funds. These are:

- Principal cities of Metropolitan Statistical Areas;
- Other metropolitan cities with populations of at least 50,000; and
- Qualified urban counties with populations of at least 200,000 (excluding the population of entitlement cities).

**Entitlement grant:** Formula block grant program funding providing annual funds to eligible local government recipients. See **Entitlement Communities, Grant**.

**ESG (Emergency Solutions Grants) Program:** A federally funded program designed to help individuals and families quickly regain stability in permanent housing after experiencing a housing crisis or homelessness. ESG fund can be used by grantees or subrecipients for programs that meet one of five program goals: street outreach,

emergency shelter, homelessness prevention, rapid re-housing assistance, and data collection through the Homeless Management Information System or HMIS.

**ESG:** Emergency Solutions Grants program

**Fair Housing Act:** Title VIII of the Civil Rights Act of 1968, as amended, prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including children under the age of 18 living with parents or legal custodians, pregnant women, and persons securing custody of children under the age of 18), and handicap (disability).

**Fair Housing Amendments Act:** Title VIII was amended in 1988 (effective March 12, 1989); in connection with prohibitions on discrimination against individuals with disabilities, contains design and construction accessibility provisions for certain new multi-family dwellings developed for first occupancy on or after March 13, 1991.

**Family:** A household composed of two or more people related by birth, marriage, or adoption and residing together.

**Fannie Mae:** Federal National Mortgage Association (FNMA), a government-sponsored enterprise that purchases mortgages from lenders and repackages them as mortgage-backed securities for investors.

**Financing:** Functions necessary to provide the financial resources to fund government operations and federal assistance including the functions of taxation, fee and revenue generation, public debt, deposit funds, and intragovernmental collections.

**First-Time Homebuyer (Los Angeles County Housing Resource Center):** A low-income family or individual applicant to the Affordable Homeownership Program who has not owned a home during the three years preceding application. The program provides first-time homebuyers financial assistance for owner-occupied home purchases.

**Fiscal Year:** Yearly accounting period, July 1 through June 30 of each calendar year.

**Frail Elderly:** A person aged 75 or older (See **Elderly**).

**Freddie Mac:** Federal Home Loan Mortgage Corporation (FHLMC), a government-sponsored enterprise that purchases mortgages from lenders and repackages them as mortgage-backed securities for investors.

**Grant (Federal):** An award of financial assistance from a federal agency to a recipient to carry out a public purpose of support or stimulation authorized by a law of the United States. Federal grants are not federal assistance or loans to individuals.

**Grantee:** Unit of state or local government or other entity named in the notice of grant awards as the recipient.

**Gross housing costs:** For homeowners, gross housing costs include property taxes, insurance, energy payments, water and sewer service, and refuse collection. If the homeowner has a mortgage, the determination also includes principal and interest payments on the mortgage loan. For renters, this figure represents monthly rent and electricity or natural gas energy charges.

**Group home:** Housing occupied by two or more single persons or families consisting of common space and/or facilities for group use by the occupants of the unit and (except in the case of shared one-bedroom units) separate private space for each family.

**HACoLA:** Housing Authority of the County of Los Angeles

**HAL:** High annual percentage rate (APR) loan, defined as more than three percentage points higher than comparable treasury rates for home purchase loans, or five percentage points higher for refinance loans.<sup>1</sup>

**HAMFI:** HUD Area Median Family Income, the threshold that varies geographically and by family size, and is used to calculate income levels. In 2011, it was \$64,000 in the Los Angeles-Long Beach metropolitan area in 2011 for families of all sizes.<sup>2</sup>

**HCV Program:** Housing Choice Voucher Program, formerly the Section 8 Program. Primary program that provides rental assistance to low-income families who are unable to afford market rents. Assistance is provided on behalf of the family or individual in the form of vouchers or certificates; participants can choose any housing that meets the requirements of the program.

**HEARTH Act:** Homeless Emergency Assistance and Rapid Transition to Housing Act

**HHPF:** Homeless and Housing Program Fund, created by Los Angeles County Board of Supervisors

**HMDA:** Home Mortgage Disclosure Act

**HOME Program:** Home Investment Partnerships Program, largest federal block grant program for states and local governments; designed to provide decent and affordable housing for low-income families.

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<sup>1</sup> 12 CFR Part 203, [http://www.ffiec.gov/hmda/pdf/regc\\_020702.pdf](http://www.ffiec.gov/hmda/pdf/regc_020702.pdf)

<sup>2</sup> U.S. Department of Housing and Urban Development, FY 2011 Income Limits, May 31, 2011, [http://www.huduser.org/portal/datasets/il/il11/ca\\_v2.pdf](http://www.huduser.org/portal/datasets/il/il11/ca_v2.pdf)

**Homeless (HUD):** On January 4, 2012 the federal definition of homeless was revised to include four categories:

- People who are living in a place not meant for human habitation, in emergency shelter, in transitional housing, or are exiting an institution where they resided for up to 90 days (it was previously 30 days) if they were in shelter or a place not meant for human habitation before entering the institution.
- People who are losing their primary nighttime residence, which may include a motel or hotel or a doubled-up situation, within 14 days (previously 7 days) and lack resources or support networks to remain in housing. The regulation also describes specific documentation requirements for this category.
- (New category) Families with children or unaccompanied youth (up to age 24) who are unstably housed and likely to continue in that state. Unstably housed families are those who have not had a lease or ownership interest in a housing unit in the last 60 or more days, have had two or more moves in the last 60 days, and who are likely to continue to be unstably housed because of disability or multiple barriers to employment.
- People who are fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening situations related to violence; have no other residence; and lack the resources or support networks to obtain other permanent housing.

**Homeless Management Information System (HMIS):** Information system designated by the Continuum of Care to comply with HUD's data collection, management, and reporting standards and used to collect client-level data and data on the provision of housing and services to homeless individuals and families and persons at risk of homelessness.

**HOPWA Program:** Housing Opportunities for People with AIDS Program, designed to provide entitlements with resources and incentives to devise long-term comprehensive strategies for meeting the housing needs of persons with acquired immunodeficiency syndrome (AIDS) or related diseases and their families.

**Household:** A household consists of all the people who occupy a housing unit. A house, an apartment or other group of rooms, or a single room, is regarded as a housing unit when it is occupied or intended for occupancy as separate living quarters; that is, when the occupants do not live with any other persons in the structure and there is direct access from the outside or through a common hall. Households include family and non-family households.

**Housing problems (HUD):** Overcrowding, incomplete plumbing or kitchen facilities, or cost burdens

**Housing:** Includes manufactured housing and manufactured housing lots, permanent housing for disabled homeless persons, transitional housing, single-room occupancy housing, and group homes. Does not include emergency shelters (including shelters for disaster victims) or facilities such as nursing homes, convalescent homes, hospitals, residential treatment facilities, correctional facilities, and student dormitories.

**HPI:** Homeless Prevention Initiative, created by Los Angeles County Board of Supervisors

**HUD:** U.S. Department of Housing and Urban Development; federal agency responsible for national policy and programs that address housing needs, improve and develop communities, and enforce fair housing laws.

**Income levels (HUD):** Income levels serve as eligibility criteria for persons, households, and areas participating in federally funded programs. Income levels are based on median family income (MFI), which varies geographically and by family size.

- **Extremely Low-Income:** Between 0 and 30 percent of MFI
- **Very Low-Income:** Between 30.1 and 50 percent of MFI
- **Low-Income:** Between 50.1 and 80 percent of MFI
- **Moderate-Income:** Between 80.1 and 100 percent of MFI

**Incomplete kitchen facilities:** A housing unit is classified as lacking complete kitchen facilities when any of the following are not present: a sink with piped hot and cold water, a range or cook top and oven, and a refrigerator.

**Incomplete plumbing facilities:** A housing unit is classified as lacking complete plumbing facilities when any of the following are not present: piped hot and cold water, a flush toilet, and a bathtub or shower.

**Joint Powers Authority:** Entity wherein two or more public authorities can operate collectively.

**Jurisdiction:** Unit of government such as a city, county, or state.

**Labor force:** The total number of persons working or looking for work.

**LAHSA:** Los Angeles Homeless Services Authority, a Joint Powers Authority established in 1993 as an independent agency by the County and the City of Los Angeles.

**Large family (HUD):** Family of five or more persons.

**LCCA:** Lead Contamination Control Act

**Lead-based paint hazard:** Any condition that causes exposure to lead, such as lead-contaminated dust; soil; or paint that is deteriorated or present in accessible surfaces, friction surfaces, or impact surfaces that would result in adverse human health effects.

**Letter of Credit:** Line of credit to a grant recipient established at a time of approval of application.

**Liability:** Assets owed for items received, services received, assets acquired, construction performed (regardless of whether invoices have been received), an amount received but not yet earned, or other expenses incurred.

**Limited Clientele Activities:** For school-wide activities that benefit the entire student population, who are at least 51 percent low- or moderate- income, the eligibility citation of 570.208(2)(D) will be applied. To demonstrate that the school population meets the 51 percent low – or moderate –income level, staff will obtain the percentage of students participating in free or reduced-price lunch program from the respective school district’s website.

**LMA (CDBG):** Low-Mod Area

**LMC (CDBG):** Low-Mod Limited Clientele

**LMH (CDBG):** Low-Mod Housing

**LMJ (CDBG):** Low-Mod Jobs

**Los Angeles Urban County:** The County’s unincorporated areas and 49 participating cities which participate in the Urban County funding program. The population of the Los Angeles Urban County was 2,478,556 in 2010, making it the largest Urban County in the U.S.

**Low-Mod:** Low- to moderate-income (household, family, individual, e.g.)

**MFI:** Median family income

**Mixed-use development:** The use of a building, set of buildings, or neighborhood for more than one purpose.

**MSA:** Metropolitan Statistical Area

**NIMBYism:** “Not in my backyard” mentality among community members, often in protest of affordable or multi-family housing.

**NOFA:** Notice of Funding Availability, which notifies prospective applicants for HUD’s competitive funding of funding availability for the following fiscal year.

**Non-entitlement community:** Unit of general local government that does not qualify to receive CDBG entitlement funds or unit of local government that has opted not to participate in an urban county entitlement CDBG program.

**Other vacant units (Census Bureau):** Vacant housing units that are not for sale or rent.

**Overcrowding:** Condition that occurs when a housing unit has more than one to 1.5 persons per room.

**Permanent supportive housing (HUD):** Long-term housing that enables special needs populations to live as independently as possible in a permanent setting. Includes supportive services for homeless individuals with disabilities provided by the organization managing the housing or other public or private service agencies.

**Person with a disability (HUD):** Any person who has a physical or mental impairment that substantially limits one or more major life activities, has a record of such impairment, or is regarded as having such an impairment.

**Poverty:** The Census Bureau uses a set of money income thresholds that vary by family size and composition to determine who is in poverty. If a family’s total income is less than the family’s threshold, then that family and every individual in it is considered in poverty. The official poverty thresholds do not vary geographically, but they are updated for inflation using Consumer Price Index (CPI-U). The official poverty definition uses money income before taxes and does not include capital gains or noncash benefits (such as public housing, Medicaid, and food stamps).

**Predatory loan:** As defined by the Predatory Lending Consumer Protection Act of 2002 as well as the Home Owner Equity Protection Act (HOEPA), loans are considered predatory based on:

1. If they are HOEPA loans;<sup>3</sup>
2. Lien status, such as whether secured by a first lien, a subordinate lien, not secured by a lien, or not applicable (purchased loans); and
3. Presence of HALs. For full definition, see **HAL**.

**Private non-profit organization:** A secular or religious organization described in section 501 (c) of the Internal Revenue Code of 1988 which: (a) is exempt from taxation under subtitle A of the Code; (b) has an accounting system and a voluntary board; and (c) practices nondiscrimination in the provision of assistance.

**Program Income:** Gross income received by the participating jurisdiction, State recipient, or a subrecipient directly generated from the use of federal funds or matching contributions.

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<sup>3</sup> Loans are subject to the HOEPA if they impose rates or fees above a certain threshold set by the Federal Reserve Board. “HMDA Glossary.” <http://www.ffiec.gov/hmda/glossary.htm#H>



**Project sponsor:** Any nonprofit organization or governmental housing agency that receives funds under a contract with the grantee (the CDC) to carry out eligible activities. The selection of project sponsors is not subject to the procurement requirements of 24 CFR 85.36.

**Protected class:** Group of people protected from discrimination and harassment. California residents are protected from housing discrimination based on race, sex, religion, familial status, disability, national origin, color, sexual orientation, ancestry, age, source of income, and marital status.

**Public housing:** Public housing was established to provide decent and safe rental housing for eligible low-income families, the elderly, and persons with disabilities.

**PHA:** Public Housing Authority

**Rapid Re-Housing Assistance:** The provision of housing relocation and stabilization services and short- and/or medium-term rental assistance as necessary to help a homeless individual or family move as quickly as possible into permanent housing and achieve stability in that housing.

**RDA:** Redevelopment agency

**Rehabilitation:** The labor, materials, tools, and other costs of improving buildings, other than minor or routine repairs. Includes cases where the use of a building is changed to an emergency shelter and the cost of this change and any rehabilitation costs do not exceed 75 percent of the value of the building before the change in use.

**Rental assistance:** Provides financial assistance for rental housing costs through either project-based (property) or tenant-based (portable with tenant) assistance. See **HCV, Section 8, TBRA**.

**Renovation:** Rehabilitation that involves costs of 75 percent or less of the value of the building before rehabilitation.

**RFP:** Request for proposals, an instrument used to solicit proposals and/or offers for proposed contracts using the negotiated procurement method.

**RHNA:** Regional Housing Needs Assessment, mandated by State Housing Law as part of the periodic process of updating local housing elements of the General Plan. In Los Angeles County, conducted by SCAG.

**SCAG:** Southern California Association of Governments, the designated metropolitan planning organization for Southern California.

**Section 108 Loan Guarantee Program:** Loan guarantee provision of the CDBG program. Provides communities with a source of financing for economic development, housing rehabilitation, public facilities, and large-scale physical development projects.

**Section 109 of the Housing and Community Development Act of 1974:** Prohibits discrimination on the basis of race, color, national origin, sex, or religion in programs and activities receiving financial assistance from the CDBG program.

**Section 504 of the Rehabilitation Act of 1973:** Protects qualified individuals from discrimination based on disability.

**Section 8:** See HCV (Housing Choice Voucher) Program.

**Senior:** Elderly person, usually more than 60 or 65 years old. See **Elderly**.

**Severe cost burden:** Occurs when gross housing costs represent 50 percent or more of gross household income.

**Severe overcrowding:** Occurs when a housing unit has more than 1.5 persons per room.

**Shelter Plus Care (S+C) Program:** Federally-funded McKinney Act program designed to provide housing and supportive services on a long-term basis for homeless persons with mental and/or physical disabilities.

**Single-family housing:** A one- to four-family residence, condominium unit, cooperative unit, combination of manufactured housing and lot, or manufactured housing lot.

**Special needs populations:** Include the elderly and the frail elderly; neglected or abused children; persons with physical or sensory disabilities (including mobility impaired, blind, deaf, or chemically/environmentally sensitive); persons suffering from mental illness; victims of domestic violence; persons with disabilities related to substance abuse and chemical dependency; and emancipated foster youth

**SRO:** Single-room occupancy hotel room, formerly a common public housing option for homeless persons.

**State:** Any State of the United States and the Commonwealth of Puerto Rico.

**Subrecipient:** A public or private nonprofit agency, authority, or organization or an authorized for-profit entity selected by the participating jurisdiction to administer all or apportion of the jurisdiction's federal grant funds. Subrecipients receive federal funds from the primary entitlement recipient or another subrecipient to undertake activities eligible for such assistance.

**Subsidy:** A payment or benefit made where the benefit exceeds the cost to the beneficiary.

**Substantial rehabilitation:** Rehabilitation of residential property at an average cost for the project in excess of \$25,000 per dwelling unit.

**Supportive housing:** Housing linked with social services tailored to the needs of the population being housed; designed to help those with special needs live more stable, productive lives.

**Supportive Housing Program:** Helps develop housing and related supportive services for people moving from homelessness to independent living.

**TBRA:** Tenant-Based Rental Assistance; any form of rental assistance in which the assisted tenant may move from a dwelling unit with a right to continued assistance elsewhere.

**Tenure:** The status by which a housing unit is held. A housing unit is “owned” if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. A cooperative or condominium unit is “owned” only if the owner or co-owner lives in it. All other occupied units are classified as “rented,” including units rented for cash rent and those occupied without payment of cash rent.

**Title II of the Americans with Disabilities Act of 1990:** Prohibits discrimination based on disability in programs, services, and activities provided or made available by public entities, including public housing, housing assistance, and housing referrals.

**Title VI of the Civil Rights Act of 1964:** Prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving federal financial assistance.

**Title IX of the Education Amendments Act of 1972:** Prohibits discrimination on the basis of sex in education programs or activities that receive federal financial assistance.

**Transit-oriented development (TOD):** A mixed-use residential and commercial area designed to maximize access to transportation services. Typically within a 1/4 to 1/2 mile radius from a transit spot so as to be accessible to pedestrians.

**Transitional housing:** Temporary housing designed to provide a safe living environment for homeless individuals and families while facilitating their transition to permanent housing within a reasonable amount of time (usually 24 months).

**Transitional housing (HUD):** A project that has its purpose facilitating the movement of homelessness individuals and families to permanent housing within a reasonable amount of time (usually 24 months). Transitional supportive housing is where the homeless get a change to re-establish their lives through the stability and safety that housing provides.

**Unit of general local government:** A city, town, township, county, parish, village, or other general purpose political subdivision of a State; a consortium of such political subdivisions recognized by HUD in accordance with § 92.101; and any agency or instrumentality thereof that is established pursuant to legislation and designated by the chief executive to act on behalf of the jurisdiction with regard to provisions of this part.

**Unruh Civil Rights Act:** Provides additional protection from discrimination by business establishments, including housing providers, based on age.

**Urban county (HUD):** A county that receives a CDBG entitlement grant and includes units of general local government that sign cooperation agreements with the county. Also eligible to participate in the HOME program if it joins a consortium.

**Victim Service Provider:** A private nonprofit organization whose primary mission is to provide services to victims of domestic violence, dating violence, sexual assault, or stalking. Includes rape crisis centers, battered women’s shelters, domestic violence transitional housing programs, and other programs.

## Appendix I: CDBG Allocations

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Community Development Commission  
of the  
County of Los Angeles

Forty-Second Year CDBG

42nd Year Allocation - Final  
16-Feb-16

Total Urban County Entitlement	\$20,750,346
Reallocation of FY15 Entitlement	\$0
Adjusted Urban County Entitlement	\$20,750,346
Less Administration (20%)	(\$4,150,069)
Total 2016-2017 to be Allocated	\$16,600,277

City	Population 2010	Poverty 2010	Overcrwding 2010	Factor	Allocation
AGOURA HILLS	20,330	805	40	0.003878946	\$64,392
ARCADIA	56,364	4999	833	0.018475415	\$306,697
AVALON	3,728	421	264	0.002138489	\$35,500
AZUSA	46,361	7464	1,960	0.025984324	\$431,347
BELL	35,477	8034	2,427	0.027515181	\$456,760
BELL GARDENS	42,072	9507	3,245	0.033907187	\$562,869
BEVERLY HILLS	34,109	2668	377	0.010062397	\$167,039
CALABASAS	23,058	1346	12	0.005082919	\$84,378
CLAREMONT	34,926	1879	245	0.008215871	\$136,386
COMMERCE	12,823	1661	789	0.007323706	\$121,576
COVINA	47,796	5061	1,274	0.019226286	\$319,162
CUDAHY	23,805	5798	1,856	0.020033430	\$332,560
CULVER CITY	38,883	2792	587	0.011571802	\$192,095
DIAMOND BAR	55,544	2535	409	0.012294746	\$204,096
DUARTE	21,321	2167	602	0.008529204	\$141,587
EL SEGUNDO	16,654	541	106	0.003220413	\$53,460
HAWAIIAN GARDENS	14,254	2255	762	0.008486507	\$140,878
HERMOSA BEACH	19,506	993	17	0.004054307	\$67,303
IRWINDALE	1,422	164	30	0.000568583	\$9,439
LA CANADA-FLINTRIDGE	20,246	646	41	0.003578353	\$59,402
LA HABRA HEIGHTS	5,325	113	27	0.000893742	\$14,836
LA MIRADA	48,527	2390	1,094	0.013707467	\$227,548
LA PUENTE	39,816	4806	1,911	0.020156683	\$334,607
LA VERNE	31,063	2060	269	0.008211531	\$136,314
LAWNDALE	32,769	5118	1,548	0.018656765	\$309,707
LOMITA	20,256	1728	559	0.007443325	\$123,561
MALIBU	12,645	707	27	0.002802902	\$46,529
MANHATTAN BEACH	35,135	1043	80	0.006096804	\$101,209
MAYWOOD	27,395	6161	2,152	0.022163836	\$367,926
MONROVIA	36,590	3576	782	0.013472097	\$223,641
RANCHO PALOS VERDES	41,643	1601	278	0.008559436	\$142,089
ROLLING HILLS ESTS	8,067	136	56	0.001342812	\$22,291
SAN DIMAS	33,371	1767	312	0.008076802	\$134,077
SAN FERNANDO	23,645	4050	1,036	0.013833978	\$229,648
SAN GABRIEL	39,718	5368	1,319	0.019066011	\$316,501
SAN MARINO	13,147	451	13	0.002333257	\$38,733
SANTA FE SPRINGS	16,223	1392	621	0.006597529	\$109,521
SIERRA MADRE	10,917	744	37	0.002716777	\$45,099
SIGNAL HILL	11,016	845	199	0.003495785	\$58,031
SOUTH EL MONTE	20,116	3130	1,117	0.012028684	\$199,679
SOUTH PASADENA	25,619	1668	403	0.007364342	\$122,250
TEMPLE CITY	35,558	2473	618	0.010724499	\$178,030
WALNUT	29,172	1445	222	0.006693758	\$111,118
WEST HOLLYWOOD	34,399	4580	381	0.013655100	\$226,678
WESTLAKE VILLAGE	8,270	278	17	0.001488774	\$24,714
TOTAL PARTICIPATING CITIES	1,209,081	119,366	30,954	0.465730763	\$7,731,260

Supervisorial Districts (Unincorporated Area only) \*

I.	259,187	47,885	14,083	0.167891974	\$2,787,053
II.	250,237	53,842	13,331	0.175257966	\$2,909,331
III.	21,124	1,400	74	0.005192018	\$86,189
IV.	215,545	20,540	6,464	0.085045368	\$1,411,777
V.	311,333	26,538	4,831	0.100881911	\$1,674,668
TOTAL DISTRICTS	1,057,426	150,205	38,783	0.534269237	\$8,869,017
TOTAL 2015-2016 ALLOCATIONS	2,266,507	269,571	69,737	100%	\$16,600,277

\* Supervisorial District boundary updated after 2011 adopted reapportionment borders; the population numbers are based on 2010 TIGER file.

## Appendix J: Homeless Prevention and Discharge Policies

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Community Development Commission  
of the  
County of Los Angeles

## COUNTY HOMELESS PREVENTION INITIATIVE RECOMMENDATIONS

Department	Recommendation	Cost Assessment	Time Line	Comments
<b>Sheriff's Department</b>				
1. <b>Sheriff: Stabilization Centers</b>	Create five, 24-hour, multi-disciplinary/interdepartmental Stabilization Centers with short-term shelter beds, one in close proximity to the Central Jail and others located regionally. It is intended that the Stabilization Centers will serve two homeless or at-risk homeless populations: 1) those being released from County Jail with no identified place to go; and 2) homeless persons with mental health and/or substance abuse issues who have been arrested for minor offenses. The purpose of the Stabilization Centers is to provide temporary housing and triage of these homeless persons and then connect them with more permanent housing and health and human services programs.	<p>County General Fund contribution will probably be needed to support the Centers.</p> <p>The People Assisting The Homeless (PATH) Chief Executive Officer has provided a definition and an estimate of the costs for the provision of an "ideal" Stabilization Center; the projected annual cost per center is \$1,425,000. This ideal model builds on the use and expansion of an existing regional homeless access centers; the above stated cost projection is in addition to the approximately \$400,000 in annual Federal funding that the centers now receive. There are currently 18 such centers in the County which are generally funded through HUD Supportive Housing Program Funds. The PATH paper is attached (Exhibit A) and will serve as a point of departure for the work group described in the Comments section to the right.</p>	Long-term (over six months).	<p>A work group consisting of private homeless service providers and County departments (Sheriff, CDC, CAO, DHS, DMH, and DPSS) has been convened to develop the cost and time line for implementation. Initially, it is intended to implement five Stabilization Centers; one in each Supervisorial District. To build on existing infrastructure, the work group will consider expanding existing regional Homeless Access Centers and/or drug/alcohol Community Service Access Centers as Stabilization Centers. The Work Group's first meeting was held on January 4, 2006.</p> <p>DMH has not committed to providing funding for Stabilization Centers although services for homeless mentally ill persons at these centers will be provided by DMH.</p> <p>The Stabilization Center's will be budgeted to support 40 shelter beds; 30 of which will be housed at the Centers for the general homeless population being released from County institutions; 10 will be housed at a nearby community partner facility and will be residential treatment beds set aside for homeless people being discharged from institutions who agree to drug treatment.</p>
2. <b>Sheriff (Superior Court): Homeless Court</b>	Create Homeless Court, in partnership with Superior Court, possibly located at the Stabilization Centers on a rotating basis. The purpose of the Court is to quickly divert homeless persons who are arrested for minor offenses, have frequent contact with the criminal justice system, and may have co-occurring mental illness and substance abuse issues out of the criminal justice system and into appropriate treatment and housing.	Annual administrative cost estimated at \$579,000.	Long-term (over six months)	A work group has been established to develop the plan for creating the courts. The work group will include Superior Court, District Attorney, Public Defender representatives as well as the Sheriff, CAO, DMH, and private parties such as the Public Counsel.

## COUNTY HOMELESS PREVENTION INITIATIVE RECOMMENDATIONS

Department	Recommendation	Cost Assessment	Time Line	Comments
3. <i>Sheriff (DMH):</i> <b>Inmates with Mental Illness</b>	Identify additional funding streams to offset the cost of mental health prescriptions for inmates; and develop a pre-release protocol with DMH to ensure that released inmates do not experience "gaps" in medication upon discharge.	Sheriff is exploring alternative funding options.		Sheriff currently funds medications in the jail. DMH conducts assessments of inmates with mental health needs.
4. <i>Sheriff (DCFS):</i> <b>Title IV-E</b>	Explore the possibility of identifying jail inmates who are former foster youth (ages 18-21) and who were in the foster care system on or after their 16 <sup>th</sup> birthday) through the Sheriff's Jail Inmate Classification System (JICS). Once identified, these inmates will be provided with information materials regarding Transitional Resource Centers, services and benefits for which they may be eligible.	Sheriff is exploring the possibility of adding a question regarding an inmate's former foster care status to its classification process. Costs to be identified.	Short-term (less than six months).	DCFS materials that identify program benefits are currently available and can be provided to potentially eligible persons.
5. <i>Sheriff:</i> <b>Connecting Homeless Female Inmates with Their Children</b>	Expand on model that allows homeless female inmates to live with their child(ren) for two days/nights to experience a "family living situation" and prepares them for successful discharge. Program to include academic classes, parenting skills, and participation in job training and incentive programs. (Paul Newman Foundation for Homeless Women funds similar models.)	Total additional staffing needs are estimated at a cost of \$1.7 million: 7 Deputies 15 Custody Assistants 1 Supervising Nurse 1 Nurse Practitioner 1 Staff Nurse	Budgetary issue: Consider during 2006-07 Budget Deliberations.	Improves the ability of homeless female inmates to become successful parents.
6. <i>Sheriff:</i> <b>Job Training</b>	Create mini-career centers within the County jails/Pitchess Detention Center modeled after DPSS' GAIN program and the LA Works Mini-Career Center.	Sheriff has \$50,000 set aside per year, for three years.	Short-term (three months).	Funds will be disbursed within 30-days to LA Works to create a mini-career center in the jail targeting the high rate of unemployment of inmates transitioning from the jail system.
7. <i>Sheriff:</i> <b>Community Transition Unit Staffing</b>	Increase staffing for the Sheriff's Community Transition Unit (CTU), to improve assistance with transition of inmates from custody to the community (i.e., discharge, including follow-up with inmates post release). Develop partnerships/collaborations with other County departments that have resources to assist with the Sheriff's diverse population. Continue to seek collaboration with organizations that embrace Sheriff clients; seek to assure Sheriff discharge plans include linkages to essential housing, and other community services and support.	Total additional personnel needed to expand program are estimated at a cost of \$4.7 million:  45 Custody Assistants 4 Sergeants 2 Psychiatrists 2 Nurses 2 Social Workers 2 Supvg. Operations Assist I 5 Admin. Services Manager III's	Budgetary issue: Consider during 2006-07 Budget Deliberations.	Funding will help fill the gaps in the transition process that have been identified. For example, the CTU would be expanded to all jail facilities (CRDF where the females will be housed and released, Pitchess North, Pitchess East, NCCF) to allow those inmates to be case managed properly. Currently, the CTU is only downtown and is not 24-hours per day. Funding would allow for better discharge planning, including a psychiatrist, nurse, and social worker available to ensure that the transition from jail is comprehensive and successful. Funding would also allow the Sheriff to link and collaborate well with other agencies and to be an effective partner in efforts dealing with homelessness, HIV issues, substance abuse, benefits, etc. Currently,

**DISCHARGE POLICIES WORK GROUP  
DISCHARGE POLICIES RECOMMENDATIONS**

Department	Recommendation	Cost Assessment	Time Line	Comments
				many agencies work with inmates in and out of the jails, but effective partnership and collaboration is lacking.
8. <i>Sheriff:</i> <b>Maintenance of Supplemental Social Security (SSI) Insurance Benefits and Coordination of Benefit Receipt with Jail Transition Services</b>	Develop pre-release agreements with the Social Security Administration (SSA) to implement a "pre-release procedure" that establishes eligibility for SSI payments upon release from custody. The pre-release procedure applies to penal institution cases. Ensure ongoing collaboration between organizations related to jail transition, to ensure that an inmate's benefits/income, housing, and interactions with the justice system are coordinated to ensure a successful transition.	County General Fund may be needed to support a staff position in the Sheriff's CTU dedicated to establishing coordination/ collaboration protocols with the SSA and other organizations involved in jail transition.	Short-term (less than six months) Budgetary issue: Consider during 2006-07 Budget Deliberations.	Sheriff to provide details of how they will successfully re-establish SSI benefits for discharged inmates who received benefits prior to incarceration. For example, the Sheriff's CTU processes SSI paperwork prior to release to ensure \$200 in benefits is received by the inmate upon discharge. Sheriff would like a position assigned to the CTU and dedicated to liaison with SSA and other organizations and agencies involved in jail transition. This recommendation is consistent with recommendations coming out of the SSI/SSDI Outreach, Access and Recovery (SOAR) process, a Federally-funded technical assistance program to improve access to SSA Disability Benefits.
9. <i>Sheriff (DMH):</i> <b>Homeless Transportation Program for Mentally Ill</b>	Expand contracts with service providers to transport discharge clients to specific housing and support service situations. Initial expansion would be with the Volunteers of America (VOA) to increase transportation service from the jail on a 24/7 schedule and to a wide array of area community service providers.	\$99,000 from Inmate Welfare Funds to fund one year pilot with the VOA to be administered by the Inmate Reception Center (IRC); downtown LA service. The estimated cost for the expansion to all Supervisorial Districts is approximately \$400,000 annually.	Short-term (less than three months).  Long-term (over six months)  Budgetary issue: Consider during 2006-07 Budget Deliberations.	In 2000, the Volunteers of America (VOA) and the Sheriff's CTU worked together to create a program where VOA would provide transportation from the IRC to the VOA Drop-in Center in downtown Los Angeles throughout the day and night. Pickup times were posted throughout the release area. In 2003, VOA applied for a pilot project to expand the transportation program. This would include those individuals who had identified appointments or places to go to when released from the jail so that they were not released with nowhere to go.  VOA will receive \$99,000 to increase transportation service from the jail on a 24/7 schedule and to a wide array of area community service providers.  While it is estimated that VOA currently serves individuals from all Supervisorial Districts, the Sheriff would eventually like to see a driver assigned to each District that coordinates with the courts.
<b>Department of Health Services</b>				
10. <i>DHS:</i>	Provide ongoing training to social workers in each County hospital on	Two full-time equivalent	Need	Curriculum for CSW positions is yet to be



**DISCHARGE POLICIES WORK GROUP  
DISCHARGE POLICIES RECOMMENDATIONS**

Department	Recommendation	Cost Assessment	Time Line	Comments
<b>Social Worker Training – Systems Navigators</b>	resources (housing, shelter, community-based organizations (CBOs), interfaith groups, etc.); and ensure that an accurate assessment of housing, health care, and support needs of individuals with no fixed address is completed prior to discharge.	(FTE) positions for four facilities at \$61,424 per year per Clinical Social Worker. A community based organization specializing in homeless services is in the process of writing a grant to obtain support funding.	approximately six months subsequent to the identification of funding to hire and train.	developed.
11. <i>DHS:</i> <b>Social Security Administration (SSA)/DHS Liaisons</b>	Hire two SSA/DHS liaisons to cover the four DHS Healthcare Networks to initiate, streamline, and follow-up on DHS client SSI applications and to assist SSA and Disability Determination Services (DDS) by accessing and submitting appropriate medical records for SSI application processes.	Approximately \$190,000 per year (\$65,000 for salary and benefits for each liaison; \$30,000 for administrative costs).	Long-term (12 months). Budgetary issue: Consider during 2006-07 Budget Deliberations.	
12. <i>DHS:</i> <b>Residential Treatment and Recovery Beds</b>	Increase, by 100, the number of residential treatment and recovery beds to provide ready access for homeless persons.	Residential treatment services average \$75 per bed, per day, or \$27,375 annually; total annual cost for additional 100 beds is \$2,737,500. This per bed rate will fluctuate based on the type of service provided and the population and geographic area served.	RFP would take approximately one year to complete from writing it to the beds actually being available for use.	DHS Alcohol & Drug Program Administration (ADPA) currently contracts with CBOs to provide, among other things, approximately 2,000 alcohol and drug program treatment beds Countywide. It also provides partial funding for the County-operated Antelope Valley Rehabilitation Center's 500 bed residential treatment programs. All beds are routinely full and all programs usually have waiting lists for admission. In addition, many of these beds are committed to other County departments that have also provided funding. Therefore, in order to have beds that are readily accessible by homeless persons, additional beds need to be developed.
13. <i>DHS:</i> <b>Recuperative/Respite Care Beds</b>	Create 20 recuperative/respite care beds outside of the Skid Row area.	Projected cost is \$25,000 per-bed, per-year; total projected annual cost would be \$500,000. This projection is based on JWCH's cost of \$20,000 per-bed in skid row, which is less expensive than other parts of the County.		JWCH Institute, Inc., currently has 40 such beds in Skid Row. This recommendation, if implemented, would provide a lower level care bed for homeless persons not requiring acute inpatient care, but needing some minimal medical oversight, e.g., medication management, wound care, etc., including wheel chair bound clients.  LA County has one of the lowest, if not the lowest number of recuperative/respite care beds available for a large jurisdiction given the number of homeless per capita.

**DISCHARGE POLICIES WORK GROUP  
DISCHARGE POLICIES RECOMMENDATIONS**

Department	Recommendation	Cost Assessment	Time Line	Comments
<b>Department of Mental Health</b>				
14. <b>DMH: Children's Inpatient Clinical Case Management (CCIM) Unit</b>	Increase CCIM unit's staffing resources to allow more intensive and timely consultation services prior to client discharge, which will help to ensure that individuals under 18 are discharged to stable housing and linked to mental health services.	<p>Proposed staff at a cost of \$600,000 per year is:</p> <ul style="list-style-type: none"> <li>4 Psychiatric Social Workers</li> <li>1 Mental Health Counselor</li> <li>1 Registered Nurse</li> <li>2 Supervising Psychiatric Social Workers</li> <li>1 Intermediate Typist Clerk</li> </ul> <p>It is anticipated that 80-90 percent of these costs would be offset by Medi-Cal revenue. Approximately 50 percent of the cost would be offset with Medi-Cal Federal Financial Participation (FFP) for individuals with Medi-Cal. The remaining funding would be NCC. MHSA will not fund this expansion.</p>	Short-term (less than six months) contingent on hiring time lines.	Increased resource development should be a primary feature of any plan to address potential for homelessness with this population (i.e., including access to in-home mental health services, respite care, increased benefits establishment, and specialized residential placements).
15. <b>DMH: Safe Havens</b>	Develop two Safe Havens, as defined by HUD, for clients who are chronically homeless and mentally ill who are not connected to any mental health services and for whom traditional housing services have not been effective.	MHSA plan submitted to the State includes \$1 million for services and operational costs to support the development of two new Safe Havens. Funds should be available in February 2006.	Long-term (implementation to begin April 2006 with completion in late 2007).	<p>Safe Havens (25 beds each) provide a permanent, low demand (not a lot of rules) housing option that targets people who have been unsuccessful in other housing options or have not been previously engaged in mental health services and supports.</p> <p>This will link with the Outreach Teams: See Item 8 under Sheriff and DMH Item 17.</p>
16. <b>DMH: Downtown Alternative Crisis Services /Wellness Center</b>	<p>Increase the availability of crisis and recovery-based mental health services in the Skid Row area by implementation of an Alternative Crisis Services/Wellness Center located at Downtown Mental Health Center (DMHC) available twenty-four hours, seven days per week.</p> <p>The Alternative Crisis Services/Wellness Center will serve homeless mentally ill persons living on Skid Row who are unable to secure shelter at night, and/or who require mental health services on an urgent need basis. The Alternative Crisis/Wellness Center will</p>	<p>\$4.0 million dollars per fiscal year.</p> <p>Funding will be provided by MHSA.</p>	Long term (over six months)	DMH has been collaborating with a variety of community agencies since December 2005 including other County Departments, non-profit providers on the Skid Row area, DMH Stakeholders. DMH intends to continue collaboration in the development and implementation this program in the future.

**DISCHARGE POLICIES WORK GROUP  
DISCHARGE POLICIES RECOMMENDATIONS**

Department	Recommendation	Cost Assessment	Time Line	Comments
	provide mental health services including crisis intervention, medication support, stabilization, and linkage to other community agencies, including housing or shelters. In addition, the Center will function as a resource for local area shelters and provide crisis intervention and stabilization to residents. This Center will interface with the proposed Stabilization Centers by providing more intensive mental health services and supports.			
17. <i>DMH:</i> <b>Patients' Rights</b>	Increase the number of Patients' Rights Advocates to provide full time advocacy and linkage services to mental health clients who are located in Men's Forensic Outpatient Program (FOP-all pods) at the Twin Towers Correctional Facility and the Women's Outpatient Program at the Women's Jail.	DMH is planning to provide two full-time Mental Health Coordinator II positions, funded by MHSA, at a cost of \$147,110 per year.	Short-term (less than six months).	This will link with the "Inmates with Mental Illness:" See Item 3 under Sheriff.
18. <i>DMH (Sheriff):</i> <b>Full Service Partnerships</b>	Ensure that inmates are assessed for, and linked to, the Full Service Partnerships. The MHSA plan includes jail transition and linkage services. The jail linkage team will outreach, engage, and enroll incarcerated individuals diagnosed with mental illness and substance abuse into appropriate mental health services and supports including Full Service Partnerships.	To be funded by MHSA funding in February 2006. The plan includes an annual amount of \$1,748,106 to hire jail linkage staff. DMH plans to enroll approximately 450 individuals directly from the jail in Full Service Partnership Programs at any given time, beginning in March 2006, at an average cost of \$15,000 per individual. In addition, an average of 300 individuals are currently enrolled from the jail in AB 2034 at any given time at a cost of \$11,000 per individual.	Short-term (less than six months), possibly by April 2006.	Currently in the development stage. Full Service Partnerships provide a wide array of services and support to help individuals (e.g., housing services, employment services, peer support services, and integrated mental health services, for individuals with co-occurring mental health and substance abuse disorders). There is a commitment to partner with individuals and families, where possible and appropriate, to identify the needs and preferences of the client as the foundation for the plan that will promote the individual's recovery and wellness.  This will link with the Outreach Teams: See Item 8 under Sheriff.
19. <i>DMH (Sheriff):</i> <b>Prototype Court (MHC)</b>	Create a Prototype Court which will serve as a model to support future expansion of the number of clients served and the number of similar courts. The Prototype Court will only target individuals with co-occurring substance abuse and mental illness. Individuals that meet the criteria and choose to have their cases heard in the Prototype Court will be eligible to be linked to Full Service Partnership (FSP) adult programs that are targeting the jail focal population under the Los Angeles County implementation of the Mental Health Services Act. Many of these individuals will be homeless and have frequent contact with the criminal justice system.	DMH is in the planning process with other stakeholders to develop a Prototype Court. The goal will be to link incarcerated individuals through the Court into Full Service Partnerships as a diversion to the criminal justice system. DMH has estimated that up to 50	Short-term (less than six months), possibly by April 2006.	A proposal to use MHSA funds for a mental health court was originally rejected during the DMH Stakeholder Process. DMH will revisit the idea of a Prototype Court as a method to link incarcerated individuals with mental health and substance abuse treatment needs to FSPs with Stakeholders during an upcoming Stakeholder Process. DMH will develop their concept for the Prototype Court through this Process. See Item 2 under Sheriff.

**DISCHARGE POLICIES WORK GROUP  
DISCHARGE POLICIES RECOMMENDATIONS**

Department	Recommendation	Cost Assessment	Time Line	Comments
		individuals will be served in FSP programs during the initial year of Prototype Court operations.		
20. <b>DMH: Countywide Resource Management</b>	Centralize management of DMH Countywide acute inpatient (uninsured), institutional, and intensive and supportive residential bed resources, which will coordinate functions to maximize flow between higher levels of psychiatric care and provide linkage to community-based mental health services and supports. This program will help mitigate the numbers of individuals being discharged from institutional settings into homelessness.	To be funded by MHSA in February 2006. The plan includes \$250,000 which includes salaries, benefits, and administrative costs for: 1 District Chief 1 Mental Health Analyst II To provide administrative, fiscal, and clinical utilization management for 1,200 acute and residential beds at any given time.	Short-term (less than six months), possibly by April 2006.	The program will provide coordination, linkage, and integration of DMH inpatient and residential bed resources, including acute inpatient beds (uninsured), Institution of Mental Disease (IMD), State hospitals, and intensive residential programs. Coordination throughout the system will reduce hospitalization, incarceration, and the need for institutional care, while increasing the potential for community living and recovery.  Links to Sheriff Item 8 and DMH Items 17 and 18.
21. <b>DMH: Residential and Bridging Services</b>	Ensure that individuals with mental illness who are being discharged from institutional settings, including County hospitals, County-contracted private acute inpatient beds (for the uninsured), and intensive and supportive residential programs, are linked to appropriate levels and types of mental health and supportive services including residential, substance abuse, and other specialized programs on discharge. The program will be under direction of the DMH Countywide Resource Management Program.	To be funded by MHSA in February 2006. The plan includes \$1.2 million annually (including salaries, benefits, and administrative costs) to provide: 8 Psychiatric Social Workers 2 Supervising Psychiatric Social Workers 5 Peer Advocates/Bridger's	Short-term (less than six months), possibly by April 2006.	DMH program liaisons and peer advocates/bridgers will assist in the coordination of psychiatric services and supports for individuals being discharged from County hospital psychiatric emergency services and inpatient units; County-contracted acute inpatient beds; long-term residential resources; and crisis, intensive, and supportive residential facilities. Program liaisons will provide linkage for individuals with mental illness to Full Service Partnerships, Service Area System Navigators, Impact Teams, MHC, substance abuse and residential programs, to ensure individuals are not discharged into homelessness.  Some individuals from the jails are sent involuntarily to County hospitals and subsequently

**DISCHARGE POLICIES WORK GROUP  
DISCHARGE POLICIES RECOMMENDATIONS**

Department	Recommendation	Cost Assessment	Time Line	Comments
				are admitted to County inpatient units. The Residential and Bridging Services will provide DMH staff in the County ERs and inpatient units who will link these individuals to State hospitals, IMDs substance abuse and residential programs, Full Service Partnerships, System Navigators, and other community-based services as clinically appropriate. Linkage from the jail to outpatient services will be through the DMH Jail Linkage program that will link to Full Service Partnerships in item 17.  Also links with Sheriff item 8 and DMH 18 and 19.
<b>Department of Public Social Services</b>				
22. <b>DPSS: Benefits for Families/ Individuals Exiting Other Systems</b>	Expand linkages with other departments and agencies (DCFS, Probation, Sheriff, Courts, Public Defender, and DHS) to connect families/individuals exiting these systems with CalWORKs, Food Stamps, General Relief, and/or Medi-Cal.	The projected first year cost of taking applications at County Med Centers in the Assistance budget is \$328,000, with ongoing annual Assistance costs projected at \$414,000. Administrative cost to house five EWs, one supervisor and one clerk to service the four pilot hospitals is \$174,000. Both the Assistance and Administrative costs will be Net County Cost. The projected implementation date is July 2006.	Though there is not yet a specific time line, DPSS could begin taking applications at hospitals in 2006.	DPSS is currently meeting with the Sheriff, DHS, and DCFS on this and will expand to include other appropriate departments. For example, currently, DPSS takes GR applications at Twin Towers for inmates with mental health needs who are about to be released and who were on SSI prior to incarceration, or for those deemed potentially eligible for SSI. The possibility of expanding this project to include other aid programs and/or other groups of homeless inmates is currently being explored. Conditional upon additional resources, DPSS could out-station DPSS staff at the Central Jail and/or other County jails to assist individuals exiting jail in applying for CalWORKs, GR, Food Stamps, and Medi-Cal.  Links with DPSS Item 23.
23. <b>DPSS: CalWORKs – Current Participants</b>	<p>A. Assign case managers to all homeless CalWORKs families to assist them in finding permanent housing while on aid.</p> <p>B. Provide “money management” classes to CalWORKs homeless families to better prepare them for exiting DPSS benefit programs.</p>	<p>A. Annual CalWORKs Single Allocation costs are as follows: 72 GSWs at \$4,639,000; and 9 GSSs at \$702,000</p> <p>B. Costs not available at this time; cost would depend on number of families participating in these classes and the</p>	<p>A. Pilot started May 2005; fully implemented Countywide in July 2005.</p> <p>B. Partially implemented at this time.</p>	<p>A. As of July 2005, all 24 CalWORKs district offices have homeless case managers on staff.</p> <p>B. DPSS homeless case managers initiate referrals to Broad Spectrum for Homeless CalWORKs families for money management training and tax preparation assistance. DPSS is continuing to explore the possibility of adding</p>

**DISCHARGE POLICIES WORK GROUP  
DISCHARGE POLICIES RECOMMENDATIONS**

Department	Recommendation	Cost Assessment	Time Line	Comments
	C. Pilot case managers providing services to help prevent homelessness for CalWORKs families where aid will be terminated because the only remaining eligible child will be reaching the maximum age limit.	type of provider for the classes.  C. No additional cost for pilot	C. Pilot targeted for July 2006.	life skills classes and expanding both to the total CalWORKs caseload.  C. Continuing the services and expanding to all districts will be dependent on pilot results and available resources.
24. <b>DPSS (Sheriff): Benefits for Homeless Inmates Program</b>	Expand the DPSS Twin Towers GR program whereby DPSS staff take GR applications for certain inmates pending imminent release. DPSS proposes to expand the program to the Central Jail; include other benefit programs, such as Food Stamps, CalWORKs and Medi-Cal; and provide application assistance to all inmates who are likely to be homeless upon release.	The projected first year cost in the Assistance budget is \$592,000, with ongoing annual Assistance costs projected at \$748,000. Administrative costs for staffing one unit (7 Eligibility Workers (EW), 1 Eligibility Supervisor and 1 clerk) at both Twin Towers and the Men's Central Jail will be \$349,000 per year. Both the Assistance and Administrative costs will require Net County Cost.	Within 2006	
<b>Department of Children and Family Services</b>				
25. <b>DCFS: Transitional Housing Program (THP)</b>	Secure funding from California State Department of Social Services (CDSS) for Transitional Housing Program Plus (THPPlus) services. The THPPlus funds will increase the Transitional Housing Program beds by at least 50 beds for 2006/07 (from 244 to 294). Secure funding for this program to continue in the next fiscal year.	DCFS was awarded \$600,000 in matching funds to implement THPPlus services.	June 2006	DCFS to determine if there are any community partners who can provide THPPlus services and the funding match.
26. <b>DCFS: Transitional Housing Program (THP)</b>	DCFS and the Emancipation Program Partnership (EPP) will ensure a thorough review of the Transitional Housing Program, including placement of beds, is conducted. Recommendations for enhancements will be provided to the Board upon completion of the review.	Cost is negligible.	90 days from Board approval.	This recommendation was created in response to Supervisor Knabe's March 14, 2006 motion instructing DCFS and the EPP to enhance the THP.
27. <b>DCFS:</b>	Expand P3 to increase services to dependent youth ages 12 and older	DCFS and CAO are currently	Hiring authority	

**DISCHARGE POLICIES WORK GROUP  
DISCHARGE POLICIES RECOMMENDATIONS**

Department	Recommendation	Cost Assessment	Time Line	Comments
<b>Permanency Partners Program (P3)</b>	that are currently in long term foster care. The goal of P3 is to create a partnership with a youth to connect them with individuals who are currently or who have in the past, been significant in the youth's life. If successful, the youth will exit foster care to permanency through reunification, adoption or legal guardianship. The P3 program has expanded services to the emergent runaway population that has been identified, to assist in placement stabilization and permanency planning. As a comprehensive strategy for addressing the runaway youth population is developed, P3 techniques and staff will continue to be utilized to support the Department's efforts to promote safety and permanency for all youth in care.	exploring funding options for 2006/07.	has been received for CSW items and hiring is commencing immediately.  DCFS and CAO are in discussion regarding remaining items and funding for next fiscal year.	
28. <b>DCFS: Community Partnerships</b>	Create alliances with CBOs and landlords capable of providing permanent housing and social services for foster youth who wish to reintegrate into communities.	Cost may be negligible and would be covered within existing budgeted programs.	In process.	DCFS continues to work with CDC and others to expand housing opportunities.
29. <b>DCFS: Governmental Partnership</b>	Work with community partners to make housing vouchers available to foster youth who "age out" of DCFS.	DCFS has budgeted \$5,000 to purchase housing vouchers from its annual State Independent Living Program allocation.		
<b>Cross-Departmental</b>				
30. <b>Cross-Departmental: Discharge Standards/ Guidelines</b>	Ensure that all discharging departments complete the Discharge Standards/Guidelines by tailoring the template to meet their specific departmental needs.	No cost foreseen at this time.	July 2006.	Departments have been provided ample opportunity to review and revise the template. Upon Board approval, departments will have until July 2006 to tailor and implement the standards/guidelines.
31. <b>Cross-Departmental: Universal Discharge Form</b>	All County health and human services departments that provide inpatient and residential services as part of their policies/procedures will develop a discharge risk assessment form that includes a scoring system to identify, on admission to inpatient and residential services, those patients/inmates/foster kids who may have complex needs following discharge.	No cost foreseen at this time.	July 2006.	A work group will be convened by the CAO to develop the universal discharge form.
32. <b>Cross-Departmental: Inventory Data Base</b>	Develop a housing data base to use as a tool for identifying housing opportunities (emergency, transitional, and permanent), with homeless persons as the priority, and support services.	Phase I start up cost: \$3,900 for design, \$15,000 to develop new systems, \$25,000 for marketing, and \$158,000 to launch; total start up cost is \$201,900  Annual maintenance cost: is projected to be \$180,000; total projected cost for year one:	Phase I short-term; Phase II long-term (six to eight months).	CAO currently exploring a contract to develop and maintain database. Phase I would focus on critical needs areas in the County; Phase II would focus Countywide.

**DISCHARGE POLICIES WORK GROUP  
DISCHARGE POLICIES RECOMMENDATIONS**

Department	Recommendation	Cost Assessment	Time Line	Comments
		\$381,900. Subsequent to year one annual cost will consist of the \$180,000 maintenance fee only.		
33. <i>Cross-Departmental:</i> <b>Client Data Base</b>	Develop an Internet-based data base that would, at a minimum, provide chronological information on services provided to discharged persons who become homeless in an effort to eliminate duplication of services.	Sheriff estimates the total cost, including start-up fees, is \$215,000. There will be no further cost since the data base will be maintained by the Sheriff.	Development could be short-term (less than six months).	This would work in concert with the standard discharge guidelines and universal discharge form. Confidentiality issues are being explored.
34. <i>Cross-Departmental (DPSS, LACOE, Probation, DCFS):</i> <b>Transition Age Youth (TAY) Education and Social Services</b>	Develop an educational and social services initiative for youth aging out of eligibility for County services.	Life skills classes for DCFS and Probation youth in out-of-home care are within the DCFS budget and paid through the State's allocation for the Independent Living Program.	Life skills classes have been implemented.	<p>The curriculum of DCFS' contracted life skills classes provides information to youth on how to address various social skills/issues (e.g., health and relationships), during their transition to independent living.</p> <p>Through the Emancipation Program Partnership, DPSS is currently working with DCFS and Public Counsel on an initiative to integrate Independent Living Program services with GR for former foster youth who are now on GR. The purpose of this is to assist these individuals (between the ages of 18 and 21) with expanded services, such as housing and case management.</p> <p>Probation has reported that they will collect data to project departmental need in relation to this recommendation and to assist with identifying strategies.</p>
35. <i>Cross-Departmental:</i> <b>SPA-Based Housing Locators</b>	All discharging departments or groups, establish at least one SPA-based team of housing locators/specialist in each SPA responsible for helping clients overcome barriers to obtaining permanent housing.	<p>The total cost for housing locators would depend on the number of families/individuals served. According to CDC, housing locator services cost at least \$1,500 for each successful permanent housing placement. At a projection of 1,000 placements per year, annual cost would be \$1,500,000</p> <p>Through MHSA funding, DMH will fund two housing</p>	<p>DPSS plans to execute a contract for housing locators for CalWORKs homeless families by July 2006.</p> <p>Currently, DMH funds two housing specialists in two SPAs; 14 additional staff to</p>	DPSS is working with CDC, DCFS, DMH, Probation, CAO, and County Counsel to structure the DPSS Request for Proposals for housing locator services for CalWORKs homeless families, in such a way that other departments will have the option of purchasing housing locator services for their clients from the contractor(s) secured by DPSS.



**DISCHARGE POLICIES WORK GROUP  
DISCHARGE POLICIES RECOMMENDATIONS**

Department	Recommendation	Cost Assessment	Time Line	Comments
		<p>specialists per SPA, at a cost of \$849,216 effective February 2006:</p> <ul style="list-style-type: none"> <li>5 Medical Case Worker II's</li> <li>8 Mental Health Service Coordinator I's</li> </ul> <p>DCFS is exploring with the State whether ILP funds can be blended with other County funds to support this initiative. Approximately \$400,000.00 has been identified in the ILP budget.</p>	be hired in March 2006.	
36. <i>Cross Departmental:</i> <b>Homeless Family Access Center (HFAC)</b>	Create a HFAC would assess the service needs of homeless families at Skid row and to connect them with services provided on site; the HFAC would also target families living at missions, hotels, and shelters. The ultimate goal of the HFAC is to connect the families to services and permanent housing outside of Downtown/Skid row area.			

Rev: March 22, 2006  
G:/DischargePoliciesRecommendationswithProjections

## **Appendix K: Public Service and Administration Activities**



## 2016-2017 Public Service Activities

<b>Jurisdiction</b>	<b>Agency</b>	<b>Project Title</b>	<b>Project No.</b>	<b>Priority Need</b>	<b>HUD Code</b>	<b>Budget</b>
1st District	East Los Angeles Women's Center	Empowerment for Victims of Domestic Violence	601756-16	Special Needs/Non-Homeless	05G	\$40,000
1st District	New Horizons Caregivers Group	F.I.E.S.T.A. Program	601224-16	CD - Public Services	05	\$50,000
1st District	Plaza Community Center, Inc.	Domestic Violence Intervention Prevention	600857-16	Special Needs/Non-Homeless	05G	\$20,000
1st District	The Salvation Army (Bell Shelter)	Salvation Army Bell Shelter	E96111-16	Homelessness	03T	\$30,000
1st District	YWCA of Greater Los Angeles	Senior Empowerment Program - Union Pacific	601387-16	CD - Senior Programs	05A	\$28,000
1st District	YWCA of Greater Los Angeles	Youth Development Program - Union Pacific	601388-16	CD - Youth Programs	05D	\$42,000
1st District	YWCA of Greater Los Angeles	Senior Empowerment Program - Walnut Park	601753-16	CD - Senior Programs	05A	\$25,000
1st District	County of L.A. Public Library	Project STAR (Sunkist)	601638-16	CD - Youth Programs	05L	\$30,000
1st District	County of L.A. Public Library	Project S.T.A.R. (Studying, Tutoring, and Reading)	F96125-16	CD - Youth Programs	05L	\$90,000
2nd District	1736 Family Crisis Center	Homeless Shelter and Ancillary Services	E96201-16	Special Needs/Non-Homeless	05G	\$48,000
2nd District	Junior Blind of America	Children's Project-CRP	E96212-16	Special Needs/Non-Homeless	05B	\$25,000
2nd District	Peace4Kids	Transition Youth Services	600928-16	CD - Public Services	05	\$30,000
2nd District	West Angeles Community Development Corpora	Food Distribution & CalFresh Applicants Outreach Project	601591-16	CD - Public Services	05	\$52,657
2nd District	Wilmington Community Clinic	Mary B. Henry Community Clinic	601356-16	CD - Public Services	05M	\$90,000
2nd District	Department of Consumer and Business Affairs	Homeowners Fraud Prevention Project	F96227-16	CD - Anti-Crime	05I	\$50,000
2nd District	Department of Parks and Recreation	Team Ridley-Thomas Drug Prevention and Gang Intervention Program	F96228-16	CD - Youth Programs	05L	\$138,000
3rd District	Affordable Living for the Aging	Housing Alternatives for Seniors	E96302-16	CD - Senior Programs	05A	\$25,000
3rd District	OPCC	Domestic Violence Crisis Shelter Services	601745-16	Special Needs/Non-Homeless	05G	\$20,000
3rd District	St. Joseph Center	Homeless Services Center	E97301-16	Homelessness	03T	\$20,647
3rd District	Topanga Community Club	Topanga Youth Services	E96315-16	CD - Youth Programs	05D	\$20,542
4th District	Office of Samoan Affairs	Youth and Adult Educational Services	601682-16	CD - Public Services	05	\$24,466
4th District	Department of Parks and Recreation	Pathfinder Senior Recreation Program	601590-16	CD - Senior Programs	05A	\$20,000
4th District	Department of Parks and Recreation	Amigo Park Recreation Program	F96409-16	CD - Public Services	05	\$23,000
4th District	Department of Parks and Recreation	Adventure Park Recreation Programs	F96410-16	CD - Public Services	05	\$71,300
4th District	Department of Parks and Recreation	Hacienda Heights Community Recreation Programs	F96411-16	CD - Public Services	05	\$23,000
4th District	Sheriff's Dept., Los Angeles County	Youth Activities League - Carolyn Rosas Park	F96415-16	CD - Public Services	05	\$50,000
5th District	Antelope Valley Partners for Health	Healthy Homes	600819-16	CD - Public Services	05	\$23,840
5th District	Quality of Life Center	Bright Futures Scholars Program	601063-16	CD - Youth Programs	05D	\$68,760
5th District	Samuel Dixon Family Health Center, Inc.	Samuel Dixon Family Health Center	E96508-16	CD - Public Services	05M	\$28,702
5th District	Department of Parks and Recreation	Loma Alta Park Recreation Programs	600475-16	CD - Youth Programs	05	\$37,340
5th District	Department of Parks and Recreation	Pamela Park Recreation Programs	600482-16	CD - Public Services	05	\$31,820
5th District	Department of Parks and Recreation	Pearblossom Park Recreation Programs	600483-16	CD - Public Services	05	\$38,529
5th District	City of San Gabriel	After-School Program	E99520-16	CD - Youth Programs	05L	\$20,630
Arcadia	City of Arcadia	Congregate Meals Program	600794-16	CD - Senior Programs	05A	\$21,504
Arcadia	City of Arcadia	Information and Referral Services for Senior Citizens	D96619-16	CD - Senior Programs	05A	\$24,500
Azusa	City of Azusa	Senior Nutrition Program	600434-16	CD - Senior Programs	05A	\$10,000
Azusa	City of Azusa	Homework House	D00032-16	CD - Public Services	05	\$10,000
Azusa	City of Azusa	Senior Referral & Case Management	D96034-16	CD - Senior Programs	05A	\$10,000
Azusa	City of Azusa	After School Program	D96037-16	CD - Youth Programs	05L	\$34,702
Claremont	City of Claremont	Senior Case Management	D96123-16	CD - Senior Programs	05A	\$19,922
Commerce	City of Commerce	Community Based Policing Program	D97137-16	CD - Anti-Crime	05I	\$13,395
Covina	City of Covina	Senior Information and Referral	601181-16	CD - Senior Programs	05A	\$10,000
Covina	City of Covina	Senior Case Management	601194-16	CD - Senior Programs	05A	\$10,000
Covina	City of Covina	Senior Nutrition	601198-16	CD - Senior Programs	05A	\$10,000
Covina	City of Covina	Second Start Literacy Program	D96153-16	CD - Public Services	05	\$17,873
Cudahy	City of Cudahy	Youth Services	601794-16	CD - Youth Programs	05D	\$10,134
Cudahy	City of Cudahy	Senior Activities	601796-16	CD - Senior Programs	05A	\$10,134
Cudahy	City of Cudahy	Clara Street Park Food Distribution	D96179-16	CD - Public Services	05	\$28,311
Culver City	City of Culver City	Senior & Disabled Services Program	D96189-16	Special Needs/Non-Homeless	05B	\$28,060
Diamond Bar	City of Diamond Bar	YMCA Child Care and Day Camp Programs	600873-16	CD - Youth Programs	05L	\$11,516
Diamond Bar	City of Diamond Bar	Senior Programming	D96904-16	CD - Senior Programs	05A	\$18,297

## 2016-2017 Public Service Activities

<u>Jurisdiction</u>	<u>Agency</u>	<u>Project Title</u>	<u>Project No.</u>	<u>Priority Need</u>	<u>HUD Code</u>	<u>Budget</u>
Hawaiian Gardens	City of Hawaiian Gardens	Neighborhood Clean-Up Program	D97254-16	CD - Public Services	05	\$20,578
La Mirada	City of La Mirada	Senior Services Program	600507-16	CD - Senior Programs	05A	\$34,132
La Puente	City of La Puente	Senior Services	D96309-16	CD - Senior Programs	05A	\$48,878
La Verne	City of La Verne	Senior Hot Lunch Program	D96318-16	CD - Senior Programs	05A	\$20,447
Lawndale	City of Lawndale	Senior Activities	D96349-16	CD - Senior Programs	05A	\$45,240
Lomita	City of Lomita	Lifeline Personal Response System	D96370-16	CD - Senior Programs	05A	\$13,000
Malibu	City of Malibu	Day Labor Exchange and Job Referral	D96926-16	CD - Public Services	05H	\$6,979
San Dimas	City of San Dimas	Youth Scholarship Program	601695-16	CD - Public Services	05	\$10,000
San Gabriel	City of San Gabriel	Parks & Recreation Youth Program	D96803-16	CD - Youth Programs	05L	\$36,960
San Marino	City of San Marino	Senior Outreach Program	600807-16	CD - Senior Programs	05A	\$5,658
Santa Fe Springs	City of Santa Fe Springs	Teen Program	D96602-16	CD - Youth Programs	05D	\$16,428
Signal Hill	City of Signal Hill	Food Distribution	D96546-16	CD - Senior Programs	05A	\$8,649
South Pasadena	City of South Pasadena	Senior Nutrition Program	601657-16	CD - Senior Programs	05A	\$18,337
Temple City	City of Temple City	Youth Scholarship Program	D97755-16	CD - Youth Programs	05D	\$26,006
Walnut	City of Walnut	Senior Citizen Activities	600804-16	CD - Senior Programs	05A	\$16,667
West Hollywood	City of West Hollywood	Programs for the Homeless	D96835-16	Homelessness	03T	\$33,112
					<b>CDBG</b>	<b>\$1,995,652</b>
ESG	Los Angeles Homeless Services Authority	Shelter Operations	601749-16	Homelessness	03T	\$1,133,649
ESG	Los Angeles Homeless Services Authority	Street Outreach	601750-16	Homelessness	03T	\$102,770
ESG	Los Angeles Homeless Services Authority	Rapid Re-Housing	601751-16	Homelessness	05Q	\$364,086
ESG	Los Angeles Homeless Services Authority	Homeless Management Information Systems (HMIS)	601752-16	Homelessness	03T	\$116,487
					<b>ESG</b>	<b>\$1,716,992</b>

## 2016-2017 Planning and Administration Activities

<u>Jurisdiction</u>	<u>Agency</u>	<u>Project Title</u>	<u>Project No.</u>	<u>Priority Need</u>	<u>HUD Code</u>	<u>Budget</u>
Countywide	CDD Division	CDBG Division Admin	XX0600-16	CD - Planning & Administration	21A	\$4,551,986
Countywide	Housing Rights Center	Fair Housing Assistance Program	601129-16	Housing	21D	\$200,000
					<b>CDBG</b>	<b>\$4,751,986</b>
ESG	Los Angeles Homeless Services Authority	Emergency Solutions Grant Administration	601748-16	Homelessness	21A	\$139,215
HOME	Economic and Housing Development Division	HOME Administration	600894-16	Housing	21H	\$1,197,500

## **Appendix L: Revised Citizen Participation Plan**

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## **APPENDIX L. CITIZEN PARTICIPATION PLAN – REVISED ON APRIL 22, 2016**

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This Citizen Participation Plan was revised on April 22, 2016 to include the Affirmatively Furthering Fair Housing Citizen Participation Requirements as are required by the U.S. Department of Housing and Urban Development. Please see section VIII. Beginning on Page 18. Also, the CDC will now have only one (1) or more community meetings for the Annual Action Plan instead of five (5).

The CDC must develop and follow a Citizen Participation Plan to receive federal funds for the CDBG, HOME, and ESG programs. The Citizen Participation Plan covers the five-year Consolidated Plan, each subsequent Annual Action Plan, each year's Consolidated Annual Performance and Evaluation Report, and any Substantial Amendments to the Consolidated Plan or its five Annual Action Plans.

This Citizen Participation Plan is organized in the following structure, and includes an Anti-Displacement and Relocation Plan and plans for citizen participation for environmental reviews and Section 108, EDI, and BEDI grant programs:

- I. PURPOSE**
- II. CITIZEN PARTICIPATION OPPORTUNITIES**
- III. AMENDMENTS AND ADMINISTRATIVE UPDATES**
- IV. CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT**
- V. TECHNICAL ASSISTANCE**
- VI. COMPLAINTS AND GRIEVANCES**
- VII. ANTI-DISPLACEMENT & CITIZEN PARTICIPATION FOR OTHER PROGRAMS**
- VIII. CITIZEN PARTICIPATION REGARDING AFFIRMATIVELY FURTHERING FAIR HOUSING AND THE ASSESSMENT OF FAIR HOUSING**

### **I. PURPOSE**

On February 5, 1988, the President signed into law the Housing and Community Development Act of 1987, which, among its many provisions, requires jurisdictions to develop and follow a written Citizen Participation Plan. The Los Angeles County Citizen Participation Plan is intended to ensure full citizen participation in the Los Angeles Urban County program. All community development, housing and emergency shelter activities, either proposed or currently being implemented under the CDBG, ESG, and HOME programs are governed by the provisions herein.

This Citizen Participation Plan sets forth the policies and procedures for citizen participation in Los Angeles County's Consolidated Planning Process. The CDC, as the lead agency for the Consolidated Plan, carries out the responsibility for following the citizen participation process.

This Citizen Participation Plan encourages citizens to participate in the Consolidated Planning process from the beginning. It outlines the procedures for community approval of the Consolidated Plan, for addressing concerns and complaints, and for making amendments to the plan after approval.

### ***Participation Emphasis***

The Citizen Participation Plan emphasizes the need to provide citizens with adequate information and to afford them the opportunity to give meaningful input. It encourages participation among our

potential program beneficiaries: persons of extremely low, low, and moderate incomes and residents of slum and blighted areas. In addition, it allows citizens to participate in a collaborative process that involves proposing activities and assessing performance.

### **Levels of Citizen Involvement**

This Citizen Participation Plan delineates two (2) levels of citizen involvement. It discusses the extent of involvement required at the local or city level and that required at the regional or countywide level. The CDC, as the administrator of the Los Angeles Urban County program, assumes responsibility for compliance with all citizen participation provisions.

### ***Definition of Terms***

For this Citizen Participation Plan, specific definitions must be provided. The CDC and its participating cities are referred to as administering agencies. The term Consolidated Plan refers to both the five-year Consolidated Plan and the Annual Action Plan. Public hearing refers to both public hearings and community meetings for purposes of this Citizen Participation Plan as well as for meeting the requirements for public hearings under the CDBG regulations [Title 24 of the Code of Federal Regulations, Part 91.105(e)(1)].

Because of the diversity of the Los Angeles Urban County and its CDBG beneficiaries, each administering agency may exercise the liberty to expand on the provisions herein. This Citizen Participation Plan and its mandates may not be construed to restrict the responsibility or authority of the County of Los Angeles or any of its CDBG participating cities for the development and execution of its community development program and the Consolidated Plan.

## **II. CITIZEN PARTICIPATION OPPORTUNITIES**

Each aspect of the Consolidated Plan requires different levels of citizen participation. Specific activities are described in each section of the plan itself.

### ***Advertisement and Public Notice***

Citizens must be given adequate notice of all hearings and meetings through advertisements in the Los Angeles Times and/or other local publications of general circulation, serving the community of affected citizens. Public notice shall indicate the date, time, location, and purpose(s) of the meeting as well as disclose information that will contribute significantly to the public's understanding of the issues to be discussed at the meetings and hearings. In areas where the CDC has determined that there is substantial non-English speaking population within its jurisdiction, the hearing notice will be published in English and in the appropriate language(s). Public hearings and community meetings will be advertised at least 14 calendar days in advance of the hearing and at the beginning of official public comment periods.

The CDC will use additional means of advertising as appropriate, including: posting notices on the CDC's Web site; mailing flyers, distributing or posting notices at libraries, parks, and other public areas; posting banners at public venues; placing radio public service announcements; developing press releases; and sending notices to community organizations.



## ***Access to Meetings for Persons with Disabilities and Non-English Speaking Persons***

Administering agencies shall ensure that architectural barriers do not preclude the attendance of disabled persons at meetings and hearings convened under this Citizen Participation Plan. In addition, accommodations will be made, upon request, for attendees who are either visually or hearing impaired.

For requests for special accommodations or materials in alternative format, please contact Raymond Webster at (626) 586-1755 (VOICE) or the California Relay Service at (800) 735-2959 (TTY) and reference Mr. Webster with at least five business days' notice.

For local meetings in areas with significant non-English speaking population, translators shall be provided and meeting materials made available in the appropriate languages.

## ***Limited English Proficient Persons and the Language Access Plan***

The CDC will make every effort to ensure that Limited English Proficient (LEP) persons have meaningful access to federally funded programs and services as is required under Title VI of the Civil Rights Act of 1964.

The Los Angeles Urban County has a diverse population where many languages are spoken. The major languages spoken other than English are Spanish, Chinese, Korean, and Russian. A substantial number of persons that speak these languages do not speak English or speak English very well and are considered Limited English Proficient (LEP).

Regardless of which language a person speaks or their ability to speak English, the CDC will make every effort to ensure that they have meaningful access to federal funding services through either oral interpretation or written translations of vital documents.

Since the Los Angeles Urban County has such a large number of LEP persons, all countywide public notices and public hearings must ensure that language services are provided or available. For example, each year the public notice for the Annual Action Plan will be printed in various languages and translation services will be provided as necessary for the public hearing.

However, many programs and services delivered within the Los Angeles Urban County, including those carried out by participating cities, have distinct service areas and, as such, an assessment must be made by each agency administering the activity to determine which language services should be provided based on the identified LEP population in the service area.

To assist participating agencies, the CDC has developed a bulletin instructing them to conduct the four-factor analysis and develop their own Language Access Plan (LAP) to ensure that LEP persons have meaningful access to their federally funded programs and services. The CDC will also provide technical assistance to assist the agencies in conducting the four-factor analysis and in developing their Language Access Plans.

The four-factor analysis is as follows:

**Factor 1:** Determine the number or proportion of LEP persons served or encountered in the eligible service area.

**Factor 2:** Determine the frequency with which LEP persons come in contact with program.

**Factor 3:** Determine the importance of the information, services, program, or the activity to people's lives.

**Factor 4:** Assess costs versus resources and benefits in providing language services.

The CDC is confident that no person will be denied federally funded services based on their ability to speak English.

### ***Information and Access to Public Records***

All citizens will be given reasonable access to information and records regarding the Consolidated Plan and the programs and projects it covers. Such information and records will be available at the offices of the administering agencies, Monday through Friday from 8:00 a.m. to 5:00 p.m., or within normal business hours of the agencies.

Copies of the Consolidated Plan shall be available upon request. These documents may be obtained from the CDC in accordance with the CDC's fee policy for copies.

The Consolidated Plan, Action Plan, and Consolidated Annual Performance Report (CAPER) will be available in alternative formats accessible to persons with disabilities, or in other languages upon request. Please telephone the Community Development Commission at (616) 586-1755 to request copies in alternative formats. You may also submit your request in writing to the following:

County of Los Angeles  
Community Development Commission  
700 W. Main Street  
Alhambra, CA 91801  
Attn: Community Development Block Grant Division/Consolidated Plan

Most reasonable requests shall be filled at no cost to the public. Administering agencies reserve the right to charge a fee for duplicating documents when such requests are not reasonable. Reasonableness shall be determined by a combination of the number of copies requested; the size (pages and/or dimensions) of the document; the length of time needed to compile the data; and the direct costs to the administering agency to duplicate the document.

Copies may be requested in person, by mail, email or by telephone. Program records maintained on file, or requiring research and compilation, shall be provided within a reasonable time period upon receipt of a written request, which specifically states the information desired. All books and records relating to the Consolidated Plan shall be maintained and available for a minimum period of five years. Current copies of all major documents related to the Consolidated Plan and Consolidated Annual Performance and Evaluation Report (CAPER) will be posted on the CDC's Web site at [www.lacdc.org](http://www.lacdc.org).

This paragraph is not intended to supersede the provisions of the Freedom of Information Act of 1966, as amended, which covers all programs and activities in the Consolidated Plan.

Citizen comments for all matters related to the Consolidated Plan can be directed to:

County of Los Angeles  
Community Development Commission  
700 W. Main Street  
Alhambra, CA 91801  
Attn: Community Development Block Grant Division/Consolidated Plan

### ***Citizen Participation in Unincorporated Areas***

Before submission of the five-year Consolidated Plan and each Annual Action Plan, administering agencies must solicit citizen input at all stages of the community development planning process through a public meeting. The meeting will be held at the CDC which is centrally located to Los Angeles Urban County residents.

The CDC holds at least one (1) community meeting each year at the beginning of the planning process. Citizens are notified of the location of the community meeting through advertisements in several newspapers not less than 14 calendar days before the meeting. The meetings is held to obtain citizens' views on housing and community development needs and to give citizens the opportunity to review program performance.

To facilitate substantive input, persons attending the meeting are furnished with the following information:

- The range of housing and community development activities that may be undertaken with CDBG (including HUD guaranteed loans), ESG, and HOME funds.
- Specific examples of activities that were undertaken to benefit their community during the most recently completed program year including: descriptions of these activities, their locations, and the funds allocated or expended. At least one copy of the annual CAPER will be available to the public for this purpose.
- The amount of funds expected to be available to the Urban County (including the annual grants, program income, surplus from urban renewal settlement, and proceeds from HUD guaranteed loans).
- The amount of funds expected to be available to each Supervisorial District for the unincorporated areas of the County (including the annual grant allocation, program income, and land proceeds).

### ***Community Meeting Format***

Citizens are invited to attend the community meeting to learn about the programs and services available to them through the CDC, the Housing Authority, and other Urban County CDBG programs. They are also invited to express their views on their neighborhood's housing and community development needs. The community meeting is a comprehensive, interactive forum for citizens, facilitated by CDC staff, to identify community and economic development needs.

The goals of the meeting include increasing public attendance through a proactive marketing strategy, which includes partnerships with community leaders and organizations, direct mailings to unincorporated area residents, and local advertisements. The meeting provides a less formal and

more interactive forum using examples of existing projects that can be funded and a discussion of the community needs and local programs. In addition, a survey is administered to receive input on neighborhood housing and community development needs.

### **Briefings**

In addition to the annual community meeting, the CDC may also involve the public in citizen advisory meetings and hold or attend other meetings to inform the public on specific CDBG or HOME funded programs. The CDC also holds or participates in homebuyer fairs throughout the County to ensure that residents are aware of CDBG and HOME funded programs that offer first-time homebuyer assistance. Lastly, the CDC, upon request by Supervisorial District or the public, attends regularly scheduled meetings by various nonprofit or civic organizations to inform them of available CDBG-funded programs as well as the availability of funding within their geographic area.

### **Involvement of Public Housing Residents**

The CDC, in consultation with the Housing Authority of the County of Los Angeles (HACoLA) staff, specifically markets the community meeting to public housing residents through direct mailings, fliers, and announcements at resident council meetings to encourage public housing residents to participate in the planning process. The HACoLA's Housing Commission also holds a public hearing each year to consider the approval of the Action Plan as well as specific CDBG-funded programs that may affect public housing residents.

### **Community Meeting Comment Period**

County residents have the opportunity to present oral or written comments by attending the community meeting. Residents unable to attend the community meeting are invited to submit written comments during the community meeting period and up to 30 days after the last community meeting for inclusion in a summary of the community's input used during the County's planning process.

The CDC will include all public comments made both orally and in writing in the Consolidated Plan. The CDC will attach a summary of these comments and a summary of comments not accepted (and the reasons therefore) to the Consolidated Plan.

### **Publishing the Final Consolidated Plan**

Following the public hearing, the Board of Supervisors authorizes submission of the final Consolidated Plan to HUD. The CDC shall make copies of the final Consolidated Plan available to the public for review at the CDC, at several public libraries throughout the County, and on the CDC Web site: [www.lacdc.org](http://www.lacdc.org). Final copies shall also be made available to the participating cities.

### ***Citizen Participation in Participating Cities***

Beginning on March 10, 2015, participating cities are to adhere to the requirements as described in the following bulletin:

March 10, 2015

IMMEDIATELY

1 5

**TO: PARTICIPATING CITIES**

This Bulletin supersedes Grants Management Unit (GMU) Bulletin No. 14-0014, titled “*Public Noticing Requirements for Change to Amendments to CDBG Projects*,” originally issued on June 14, 2014, and all other Bulletins regarding the GMU Substantial Amendment process. It outlines public noticing requirements, defines terminology, and identifies other actions that must take place as well as the documentation that must be submitted to the Community Development Commission (CDC).

**I. Purpose**

The County of Los Angeles must describe the activities that are planned and how the Federal grants will be used for each fiscal year, as mandated by the U.S. Department of Housing and Urban Development (HUD). The CDC, as the Entitlement grantee, meets this requirement by publishing the Five-Year Consolidated Plan and five (5) annual One-Year Action Plans (Action Plan).

After the Board of Supervisors approves the Action Plan in May of each year, any additions, deletions, or certain changes to the proposed activities must be reported to HUD. These modifications constitute a Substantial Amendment to the Action Plan and specific actions must be taken in order to meet regulatory obligations, as described in the sections below.

**II. Planning Process**

Cities annually plan the use of their Community Development Block Grant (CDBG) funding, determining how best to use these funds to support the housing and community development needs of their community. This planning is done in conjunction with a city’s staff, elected officials, and the public. The following describes the difference between projects that are included in the Action Plan from those that are not:

**Annual Activity Planning**

CDBG activity planning is conducted prior to the start of the fiscal year. After city authorization, annual projects are included in the County’s Action Plan, which is later approved by the Board of Supervisors. Projects included in this process are considered part of the County’s annual activity planning, which is submitted and approved by HUD before the start of the Program Year.

**Off-Cycle Activity Planning**

Cities periodically engage in activity planning outside of the annual planning process. In these instances, actions to modify or significantly change a city’s program are considered to be off-cycle changes and by definition are categorized as Substantial Amendments, if they involve the following types of program changes:

1. A new activity that was **not** included in the Action Plan (Proposed Project);
2. A funded activity described in the Action Plan, but cancelled during the Program Year (Cancelled Project); or

3. A project listed in the Action Plan is changed from one (1) eligibility activity to another (Revised Project).

### **III. Following the Citizen Participation Plan**

In order to comply with HUD regulations as they relate to citizen participation (24 CFR §91.105(c)(2), Citizen Participation Plan; Local Governments), the public must be given notice as well as the opportunity to submit comments for both Annual Activity Planning and Off-Cycle Activity Planning. Acceptable methods of meeting the requirements of the Citizen Participation Plan include:

- Publication of the proposed action in a local newspaper whose primary circulation is within the area serving the community of affected citizens;
- Posting notices in public buildings within the jurisdiction of the administering agency, which include, but are not limited to, public libraries and city hall; or
- Holding public meetings within the city or area affected by the amendment to the approved Action Plan.

#### **Requirements**

**Annual Activity Planning** – Participating cities must give its constituency the opportunity to provide input on housing and community development needs by holding one (1) or more community meetings or conducting one (1) public hearing. The notification period for the public meeting must be a minimum of 14 calendar days and the public must have an opportunity to submit comments regarding the proposed activities for the upcoming fiscal year.

**Off-Cycle Activity Planning, Substantial Amendments** – Participating cities must ensure that the public be given a 30-day notice of a proposed off-cycle change (an activity that is new or cancelled, or has a change in use (revised) from its previously identified eligible project), as well as an opportunity to submit comments on the changes prior to implementation. For Substantial Amendments, it is not required that the notice include the date of the public hearing, although it is recommended.

### **IV. Content of the Public Notice**

The notice must advise the public of the activity being proposed and how and where to submit comments, *as well as when the comment period ends*. The public notice must include all of the following elements:

#### **Requirements**

##### **Annual Activity Planning**

1. Identify that the action is a part of the Annual Activity Planning process.
2. Include the date of the upcoming public hearing/City Council meeting.
3. Include the Project Number.
4. Include the Project Title.
5. Identify the CDBG dollar amount designated for the activity.
6. Include a clear and concise description of the activity and beneficiaries.
7. Notification to the public of how and where to submit comments.
8. Include the date of when the public comment period ends.

### **Off-Cycle Activity Planning, Substantial Amendments**

1. Identify that the action is a Substantial Amendment to the Action Plan.
2. Identify the type of amendment: Proposed Project, Cancelled Project, or Revised Project.
3. Include the Project Number.
4. Include the Project Title.
5. Identify the CDBG dollar amount of the activity.
6. Include a clear and concise description of the activity and beneficiaries.
7. For Revised Projects, the public notice must describe the information above for both the original and the new project, including reallocated funding amounts.
8. Notification to the public of how and where to submit comments about the proposed changes.
9. Include the date of when the public comment period ends.

### **V. Proof of Compliance with Public Noticing Requirements**

Each city will be responsible for sending a copy of the appropriate documentation to the GMU Program Manager and also for maintaining this documentation in its files.

#### **Documentation Requirements**

*Annual Activity Planning*, (14-day notice period) and *Off-Cycle Activity Planning, Substantial Amendments*, (30-day notice period) require public noticing and documentation in one (1) of the two (2) following methods:

1. **Public Notice Posting:** If noticing the public through public advertising, cities must submit a copy of the official “*Proof of Publication*” and any comments received from the public regarding the project.
2. **Public Place Posting:** If noticing the public by posting in public buildings within the jurisdiction of the administering agency, cities must submit a copy of the notice posted with the city clerk attesting the day and location(s) of the posting, and any comments received from the public regarding the project.

### **VI. Documented City Council Action**

In order to document official action by the jurisdiction, the following is required to be submitted to the GMU Program Manager for all Annual Activity Planning and Off-Cycle Activity Planning Projects. Council action is not required for Cancelled projects. A clear description of the activity and the budget for each action/project must be identified.

#### **Documentation Requirements**

After Council action, participating cities are required to submit proof of City Council approval of its proposed activities by utilizing at least one (1) of the following:

- A copy of the adopting Resolution; or
- A copy of the approved signed City Council minutes.

### **VII. Summary of Documentation to be Submitted to the CDC**

Timely completion of the Exhibit A approval process is dependent upon receipt of the required documentation by the GMU Program Manager. In summary, the required documentation for each Annual Activity Planning and Off-Cycle Activity Planning project is listed below:

**Annual Activity Planning**

Projects Proposed for the Action Plan

**Required Documentation to CDC**

- 1a. Proof of public notice publication (14-day required); or
- 1b. Certification of public posting (if applicable); and
2. Any public comment(s) received; and
3. Certification of City Council action.

**Off-Cycle Activity Planning**

Proposed Project

**Required Documentation to CDC**

- 1a. Proof of public notice publication (30-day required); or
- 1b. Certification of public posting (if applicable); and
2. Any public comment(s) received; and
3. Certification of City Council action.

Cancelled Project

- 1a. Proof of public notice publication (30-day required); or
- 1b. Certification of public posting (if applicable); and
2. Any public comment(s) received.

Revised Project

- 1a. Proof of public notice publication (30-day required); or
- 1b. Certification of public posting (if applicable); and
2. Any public comment(s) received; and
3. Certification of City Council action.

Each participating city gives its constituency the opportunity to provide citizen input on housing and community development needs at a community meeting or public hearing by:

- Holding one or more community meetings or conducting one public hearing with a minimum 14-calendar day notification period.
- Soliciting citizen participation through an advertisement published in a local newspaper whose primary circulation is within the city.
- Soliciting citizen participation through notices posted in public buildings within the city at least 14 calendar days before the meeting date.

With submission of its planning documents to the CDC each year, participating cities are required to submit proof of city council approval of its proposed activities in one of the following ways:



- A copy of the adopting resolution or approved city council minutes.
- A letter from the city manager stating that the activities have received city council approval.
- A certification by the city clerk stating that the activities have received city council approval.

This documentation is kept on file at the CDC and is available for public review.

### ***Countywide Public Hearing and Comment Period***

After publication of the draft Consolidated Plan, the Board of Supervisors convenes a public hearing to obtain views of County residents on projects proposed for funding in the ensuing program year. The Consolidated Plan, developed and disseminated by the CDC, describes each proposed project in sufficient detail to enable citizens to determine how they may be affected. The CDC shall make copies of the draft Consolidated Plan available to the public for review at the office of the CDC, at public libraries throughout the County and on the CDC's Web site. Citizens will be notified of library locations and the time and location of the public hearing through advertisement of a public notice in several newspapers and on the Internet at least 30 calendar days before the public hearing. Citizens will have 30 calendar days and up to the day of the public hearing to comment. Before the day of the public hearing, comments must be made in writing to the CDC.

On the day of the public hearing, comments may be submitted in writing or made orally to the Board of Supervisors at the public hearing. All public comments made both orally and in writing will be included in the final Consolidated Plan submitted to HUD.

## **III. AMENDMENTS AND ADMINISTRATIVE UPDATES**

As specified in CDBG regulations [Title 24 of the Code of Federal Regulations, Part 91.505(a)], the CDC shall amend the Consolidated Plan when it:

- Changes allocation priorities or funds distribution method;
- Revises policies, data, or goals; or
- Modifies the purpose, scope, location, beneficiaries, or funding of an activity.

### ***Standard Amendments***

Amendments that are not considered substantial shall be referred to as standard amendments. Standard amendments do not require citizen participation.

### ***Substantial Amendments***

The County of Los Angeles has determined that an amendment is substantial when:

1. A new activity that was **not** included in the Action Plan is proposed;
2. A funded activity described in the Action Plan is cancelled during the Program Year; or
3. A project listed in the Action Plan is changed from one (1) eligibility activity to another.

The CDC will provide affected citizens a period of not less than 30 calendar days to make comments on a substantial amendment before it is implemented. Acceptable methods of meeting the citizen participation requirements include:

- Publication of the availability of the substantial change(s) in a local newspaper. The publication will provide a link to a CDC web page which will provide more detailed information on the substantial amendment(s) and how to provide comments.
- Publication of any proposed change shall appear in a local newspaper whose primary circulation is within the area serving the community of affected citizens;
- Advertisement of the availability of the proposed change on the CDC's website;
- Posting notices in public buildings within the jurisdiction of the administering agency, which include, but are not limited to, public libraries; or
- Holding meetings with citizens' advisory groups within the area affected by the substantial amendment.

Notification to the public shall advise citizens of how and where to submit comments on the proposed changes. A summary of these comments, and a summary of comments not accepted and the reasons therefore, shall be attached to the substantial amendment that is submitted to HUD.

*Please see specific participating cities requirements for substantial amendments beginning on page 7.*

#### Activities Exempt from Substantial Amendment Citizen Participation Requirements

It may be necessary to amend the Consolidated Plan in the event of an emergency such as an earthquake, wildfire, severe storm, flood, or mudslide. These amendments may include funding new activities and/or the reprogramming of funds including canceling activities to meet community development needs that have a particular urgency. Therefore, the CDC and/or participating cities may utilize CDBG or HOME funds to meet an urgent need without a 30-day public comment period, which is otherwise required for substantial amendments.

**Urgent Needs:** To comply with the national objective of meeting community development needs having a particular urgency, an activity will alleviate existing conditions that the CDC certifies:

- Pose a serious and immediate threat to the health and welfare of the community;
- Are of recent origin or recently became urgent;
- The County and/or participating city is unable to finance the activity on its own; and,
- Other resources of funding are not available to carry out the activity.

A condition will generally be considered to be of recent origin if it is developed or became critical within 18 months preceding the CDC's certification.

Records documenting the certification will include:

- A description of the condition that was addressed, showing the nature and degree of seriousness of the threat imposed;
- Evidence that the CDBG activity was designed to address the urgent need;
- Information on the timing of the development of the serious condition; and,

- Evidence confirming that other financial resources to alleviate the need was not available to the county and/or participating city.

Urgent need activities may include the following:

- Clearance of debris;
- Provision of extra security patrols;
- Demolition, clearance and/or reconstruction of damaged property posing an immediate threat to public safety;
- Emergency reconstruction of essential water, sewer, electrical and telephone facilities;
- Emergency repair of streets and sidewalks; and,
- Providing a variety of relief services to individuals.

#### **Administrative Updates**

Changes to the Consolidated Plan that do not meet the criteria for standard or substantial amendments and do not require citizen participation are defined as administrative updates. Examples of administrative updates include: grammatical or structural edits that do not substantially change the scope or meaning of an activity; and changes in the coding or eligibility determination of a project that do not change the scope, location, or beneficiaries.

#### ***Submission of Amendments and Administrative Updates to HUD***

The CDC will submit Substantial Amendments to HUD on a quarterly basis through the IDIS system.. Standard Amendments and Administrative Updates are not formally noticed to the public, nor submitted to HUD. However, documentation describing general changes and/or identifying specific changes will be included in the annual Consolidated Annual Performance and Evaluation Report (CAPER), which is made available to the public.

### **IV. CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT**

Current regulations require that the CDC prepare and submit to HUD by September 30 of each year a Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER allows HUD, local officials, and the public to evaluate the CDC's overall performance, including whether activities and strategies undertaken during the preceding year actually made an impact on the goals and needs identified in the five-year Consolidated Plan and Annual Action Plan.

Before submitting the CAPER to HUD, a notice is published in a newspaper of general circulation that serves the community of affected citizens. The notice will indicate that copies of the CAPER are available for public review for a period of not less than 15 calendar days. The document will be available for review at the offices of the CDC, at several public libraries throughout the County, and on the CDC's Web site: [www.lacdc.org](http://www.lacdc.org).

The notification will also advise citizens of how and where to submit comments on the CAPER. A summary of these comments, and a summary of comments not accepted and the reasons therefore, shall be attached to the CAPER before it is submitted to HUD.

## ***Availability of Final Capers***

The final CAPER, which includes the most recent completed program year, will be available at the annual community meetings to inform affected citizens of specific activities that were undertaken in their communities.

## **V. TECHNICAL ASSISTANCE**

Citizens are encouraged to recommend activities and types of activities that should be undertaken to meet housing and community development needs. Groups representative of extremely low-, low- and moderate-income persons desiring to develop project proposals may contact their respective administering agencies for technical assistance. Each respective administering agency will determine the level and type of technical assistance on a case-by-case basis.

## **VI. COMPLAINTS AND GRIEVANCES**

Citizens, administering agencies, and other interested parties may submit complaints and grievances regarding the Consolidated Plan. Complaints should be in writing, specific in their subject matter, and include facts to support allegations. The following are considered to constitute complaints to which a response is due:

- The administering agency has purportedly violated a provision of this Citizen Participation Plan.
- The administering agency has purportedly violated a provision of the CDBG, ESG, or HOME program regulations.
- The administering agency, or any of its contractors, is purportedly engaging in questionable practices resulting in waste, fraud, or mismanagement of any program funds.

Residents may also present complaints and grievances orally or in writing at the community meetings and/or public hearing. All public comments, including complaints and grievances, made either orally or in writing within the 30-day public comment period, will be included in the final Consolidated Plan.

### ***Timely Response***

Upon receipt of a written complaint, the administering agency shall respond to the complainant within 15 calendar days and maintain a copy of all related correspondence, which will be subject to CDC review. If the matter cannot be satisfactorily resolved with the administering agency, the complainant may appeal to the CDC by submitting copies of all pertinent correspondence and supporting documentation.

Within 15 calendar days of receiving the complaint, the CDC shall discuss the matter with the administering agency and respond to the complainant in writing. A copy of the CDC's response will be transmitted, concurrently, to the complainant and to the administering agency. If due to unusual circumstances, the administering agency finds that it is unable to meet the prescribed time limit, the limit may be extended by written notice to the complainant. The agency's notice must include the reason for the extension and the date on which a response is expected to be generated, which may be based on the nature and complexity of the complaint.

## **VII. ANTI-DISPLACEMENT & CITIZEN PARTICIPATION FOR OTHER PROGRAMS**

The Citizen Participation Plan includes an Anti-Displacement and Relocation Plan that describes how the County will help persons who must be temporarily relocated or permanently displaced due to the use of CDBG, HOME, or ESG funds.

### ***Background***

The CDC has adopted a policy that requires that a relocation assessment be completed in any circumstance in which it is anticipated even one person will be displaced as the result of a project. This policy exceeds all state and federal requirements. The purpose of this assessment is to ensure that the CDC is advised early in the process of any major relocation problems that could be encountered in a project. The early recognition of problems gives the CDC the opportunity to cancel a project if there are excessive displacements in a project.

In addition, the CDC follows the Citizen Participation process required in Paragraph 6012 of the State of California Relocation Regulations and HUD relocation regulations found in HUD Transmittal 1378 Paragraph 2-2. A summary of that process follows:

“All persons who may be displaced, neighborhood groups, formed relocation committees or similar individuals or organizations shall be given an opportunity and will be encouraged fully and meaningfully to participate in reviewing the relocation plans and/or assessments.”

### ***Displacement***

Displacement occurs when a person moves as a direct result of federally assisted acquisition, demolition, conversion, or rehabilitation activities, because he or she is:

- Required to move;
- Not offered a decent, safe, sanitary, and affordable unit in the project; or
- Treated “unreasonably” as part of a permanent or temporary move.

The term displaced person means any person that moves from real property or moves his or her personal property from real property permanently as a direct result of one or more of the following activities:

- Acquisition of, or written notice of intent to acquire, or initiation of negotiations to acquire, such real property, in whole or in part, for a project.
- Rehabilitation or demolition of such real property for a project.
- Rehabilitation, demolition, or acquisition (or written notice of intent) of all or a part of other real property on which the person conducts a business or farm operation, for a project.

A person may also be considered displaced if the necessary notices are not given or provided in a timely manner and the person moves for any reason.

### ***Relocation of Displaced Persons***

When a substantial number of persons will be displaced from their dwellings the CDC shall encourage the residents and community organizations in the displacement area to form a relocation

committee. The committee shall include, when applicable, residential owner occupants, residential tenants, business people, and members of existing organizations within the area. In lieu of initiating a new process of citizen participation, public entities, which have conducted or are conducting a citizen participation process as part of an existing development program, will be utilized and committees they formed may be substituted if the goals of Citizen Participation will be reached.

During the relocation planning process the CDC will, at a minimum, guarantee the following:

1. Timely and full access to all documents relevant to the relocation program.
2. The provision of technical assistance necessary to interpret elements of the relocation plan and other pertinent materials.
3. The right to submit written or oral comments and objections, including the right to submit written comments on the relocation plan and to have these comments attached to the plan when it is forwarded to the local legislative body or the head of the state agency for approval.
4. Prompt, written response to any written objections or criticisms.
5. Assurances that families living in the project area will be given the opportunity, if feasible, to return to the project area after completion of project activities.

### ***Change in Use of Real Property***

The standards described in this section apply to real property within the administering agency's control, which is acquired or improved in whole or in part using CDBG funds in excess of \$25,000. These standards shall apply from the date CDBG funds are spent for the property until five years after closeout of the grant from which the assistance to the property was provided.

A recipient cannot change the use or planned use of any property (including beneficiaries of such use) from that for which the acquisition or improvement was made unless the recipient provides affected citizens with an opportunity to comment on, any change, and either:

1. The new use of such property qualifies as meeting one of the national objectives and is not a building for the general conduct of government; or
2. The recipient determines, after consultation with affected citizens, that it is appropriate to change the property's use to another use which does not meet a national objective and reimburses the CDBG program in the amount of the current fair market value of the property, less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of and improvements to the property.

Citizens will be informed of changes in the use or planned use of property by means of a notice, which will be published in a newspaper of general circulation that serves the community of affected citizens. The notice will provide a description of the proposed change in use or planned use of the property and will also advise citizens of how and where to submit comments. Citizens will have an opportunity to comment on the proposed change in use or planned use of property for a period of not less than 15 days.

Further details on changes in use requirements are set forth in the CDBG regulations [Title 24 of the Code of Federal Regulations, Part 570.505].

## ***Citizen Participation for Environmental Reviews***

In accordance with the provisions of 24 CFR Part 58, the CDC has assumed from HUD the role of “Responsible Entity” for certain federally funded programs within the County of Los Angeles. As a “Responsible Entity,” the CDC must assume the responsibility for environmental review, decision-making, and action that would otherwise apply to HUD under the National Environmental Policy Act of 1969 (NEPA) and other provisions of law that further the purposes of NEPA.

The CDC maintains a written record of the environmental review undertaken for every project or program receiving CDC administered federal funds. This environmental review record (ERR) is available for public inspection. Moreover, certain projects require publication of specific actions/findings, which include a description of the activity, its location, and identification of any measures required to mitigate potentially significant adverse effects. Public comment periods are included in the review process as prescribed by NEPA and 24 CFR Part 58.

## ***Citizen Participation for Loan Guarantee Programs***

In accordance with Section 108 regulations, Subpart M-Loan Guarantees [Title 24 of the Code of Federal Regulations, Part 570.704], the CDC will comply with the following pre-submission and citizen participation requirements before submitting an application for Section 108 loan guarantee assistance to HUD. These requirements will also apply to the submission of an Economic Development Initiative (EDI), and Brownfield Economic Development Initiative (BEDI) application.

1. The CDC will develop a proposed application to include the community development objectives and activities the CDC proposes to pursue and carry out with the Section 108 funds. Each activity will be described in sufficient detail, including the provision under which the project is eligible, the national objective it meets, the amount of funds expected to be used, and the activity’s location to allow citizens to determine the degree to which they will be affected. The proposed application will also indicate which activities will generate program income and where citizens may obtain additional information about proposed activities. The proposed application will also include a description of the pledge of grants required under Title 24 of the Code of Federal Regulations, Part 570.705(b)(2).
2. The CDC will also publish countywide a public notice which will include its proposed application so as give affected citizens an opportunity to examine the application’s contents and to make comments. The public notice will also advise citizens on how and where to submit comments as well as notify citizens of when and where a public hearing will be held at which they can provide further input on the proposed application. The public notice will be published at least 14 calendar days in advance of the public hearing.
3. A minimum of two (2) public hearings, held at different stages of the Consolidated Plan citizen participation process, will be held for the purpose of obtaining the views of citizens and formulating or responding to proposals and questions. At least one of these hearings will be held before submission of a Section 108 application to HUD to obtain the views of citizens on community development and housing needs. At the hearing, each activity will be described in sufficient detail including: the provision under which the project is eligible, the national objective to be met, the amount of funds expected to be used, and the activity’s location so that citizens can determine the degree to which they will be affected. Citizens will have up to 14 calendar days and including the day of the public hearing to comment.

4. Once the CDC has published the public notice and held the public hearing, the CDC will determine if the proposed application needs to be modified, based on comments and views received, before submitting the application to HUD. Upon completion, the final application will be made available to the public at the CDC's office.

## **VIII. Citizen Participation Regarding Affirmatively Furthering Fair Housing and the Assessment of Fair Housing**

On July 16, 2015, the U.S. Department of Housing and Urban Development (HUD) published a [final rule on Affirmatively Furthering Fair Housing](#) (AFFH rule).<sup>1</sup> The AFFH rule establishes a process that certain recipients of HUD funding (referred to in the rule as “program participants”) will use to help them meet their long-standing obligations to affirmatively further fair housing. The AFFH rule creates a standardized process for fair housing planning – referred to in the AFFH rule as an Assessment of Fair Housing (AFH).

*For purposes of the AFFH rule, the duty to “affirmatively further fair housing” means taking meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering fair housing means taking meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially or ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws. The duty to affirmatively further fair housing extends to all of a program participant’s activities and programs relating to housing and urban development. 24 C.F.R. § 5.152*

*For the purposes of the AFFH rule, “meaningful actions” means significant actions that are designed and can be reasonably expected to achieve a material positive change that affirmatively furthers fair housing by, for example, increasing fair housing choice or decreasing disparities in access to opportunity. 24 C.F.R. § 5.152*

*Under the AFFH rule, the “AFH” (also referred to in the rule as an “assessment”) means the analysis undertaken pursuant to 24 C.F.R. § 5.154 that includes an analysis of fair housing data, an assessment of fair housing issues and contributing factors, and an identification of fair housing priorities and goals, and is conducted and submitted to HUD using the Assessment Tool. The AFH may be conducted and submitted by an individual program participant (individual AFH), or may be a single AFH conducted and submitted by two or more program participants (joint AFH) or two or more*

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<sup>1</sup> The AFFH rule is published at 80 Fed. Reg. 42,272 and codified at 24 CFR Part 5, along with conforming amendments to Parts 91, 570, and 903. The effective date of the AFFH rule is August 17, 2015.



***program participants, where at least two of which are Consolidated Plan program participants (regional AFH). 24 C.F.R. § 5.152***

Program participants who are covered by the AFFH rule include public housing agencies (PHAs) and jurisdictions that are required to submit a Consolidated Plan in connection with the receipt of CDBG, HOME, HOPWA, or ESG funding. The CDC, who is responsible for submitting the Consolidated Plan to HUD' and the Housing Authority of the County of Los Angeles (HACoLA) are therefore responsible for complying with the AFFH rule including developing an AFH. **The CDC and HACoLA will be submitting a joint AFH to HUD on or before October 4, 2017.**

**Citizen Participation, Consultation, and Coordination**

Community Participation, consultation, and coordination is required under the Affirmatively Further Fair Housing (AFFH) rule (24 CFR § 5.158). While they have different names, the requirements for community participation under the AFFH rule are the same as the "Citizen Participation" requirements in HUD Community Planning and Development regulations, but are two separate processes. Without meeting the community participation requirements, an Assessment of Fair Housing will be found to be substantially incomplete and not accepted by HUD.

For the purposes of the rule, community participation as required in 24 CFR § 5.158, "means a solicitation of views and recommendations from members of the community and other interested parties, a consideration of the views and recommendations received, and a process for incorporating such views and recommendations into decisions and outcomes."

The CDC and HACoLA must ensure an AFH is informed by meaningful community participation in the process of analyzing data; identifying fair housing issues and factors contributing to fair housing issues; and developing fair housing goals within the Assessment of Fair Housing (AFH). In conducting the community participation process, the CDC and HACoLA must conduct outreach to those populations who have historically experienced exclusion, including racial and ethnic minorities, limited English proficient (LEP) persons, and persons with disabilities.

Further the CDC and HACoLA must follow the policies and procedures described in 24 CFR part 91 (see 24 CFR §§ 91.100, 91.105, 91.110, 91.115, 91.235, and 91.401), in the process of developing the AFH, obtaining community feedback, and addressing complaints.

At a minimum, the CDC and HACoLA will meet these requirements by:

1. The CDC and HACoLA will hold five (5) community meetings for the general public and two (2) community meetings for public housing residents, including Resident Advisory Board members, to receive input on fair housing issues and contributing factors during the development stage of the AFH. The CDC and HACoLA will use various methods of outreach to ensure residents are notified of the meetings including:
  - Direct mailings;
  - Notifying residents through a public notice as well as newspaper advertisements 14 calendar days before the meetings; and
  - All notices and advertisements will be published in English, Spanish, Chinese, Korean, and Russian.
2. Consulting with agencies and organizations identified in consultation requirements at 24 CFR part 91 (see 24 CFR §§ 91.100, 91.110, and 91.235).

- The CDC and HACoA will reach out to various non-profit and private sector as well as individuals to consult with through invitations to either Focus Groups, Telephones Interviews or Surveys.
3. Allowing the public to review the draft AFH, including:
    - Providing 30 calendar days for the public to submit comments on the draft AFH;
    - Making the draft AFH available on the CDC and HACoLA's websites as well as making hard copies available at the CDC and at local libraries;
    - Notifying residents through a public notice as well as newspaper advertisements 14 calendar days before the meetings; and
    - All notices and advertisements will be published in English, Spanish, Chinese, Korean, and Russian.
  4. Further, pursuant to 24 CFR § 5.154, the CDC and HACoLA will report on their community participation processes and outcomes by providing the following in the Final AFH:
    - A concise summary of the community participation process, public comments, and efforts made to broaden community participation in the development of the AFH;
    - A summary of the comments, views, and recommendations, received in writing, or orally at public hearings, during the community participation process; and
    - A summary of any comments, views, and recommendations not accepted by the program participant and the reasons for nonacceptance.
  5. The AFH goals and strategies will be included in the upcoming 2013-2018 Consolidated Plan and the next Five Year Public Housing Agency Plan. Citizens will be afforded the opportunity to provide comment on the AFH goals and strategies through the Consolidated Plan Citizen Participation Process which provided a 30-day comment period with adequate noticing. See Section II: Citizen Participation Opportunities.
  6. AFH accomplishments will be reported in the Consolidated Annual Performance and Evaluation Report (CAPER). Please see Section IV for citizen participation opportunities regarding the CAPER.

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